



**Members Present:** Kate Boutilier, Jeff Helms, Amy Secretan, Kara Snyder, Katy Strzepek

**Members Excused:** Derek O'Connell, Melissa Ramirez-Osorio

**Members Joining via Zoom:** Wilma Bates, Mike Regilio, Derek Story, Heidi Verticchio, Kate Weiser

**Guests Present:**

**Speakers:**

**1) Approval of Agenda**

A motion to approve the agenda was made by Kara Snyder, seconded by Mike Regilio. The agenda was unanimously approved.

**2) Approval of Minutes**

A motion to approve the minutes was made by Jeff Helms, seconded by Katy Strzepek. The minutes were unanimously approved.

**3) New business**

• **Staff Success Survey Results (All)**

- Amy started a thread in Council Teams site to gather feedback, suggestions, conversations from respective units.
- Katy noted that two messages were received after our previous discussion to communicate next steps at division-level. As an example, Student Affairs will be working on supervisor evaluations.
- Mike shared that leadership in CAS is also discussing.
- Council members are encouraged to contribute to thread on Teams. If there is anything that we identify to share more widely, Amy can take feedback back to President Kinzy. Amy is scheduled to meet with her next week.

• **Filling Vacant Council Seats (All)**

- Discussed last time we would do some targeted outreach. Mike suggested developing draft language that we can utilize to initiate these conversations; this can include who we are, what we do, why someone may want to join. Jeff volunteered to draft messaging and will connect with Stuart to see what kind of messaging CS Council uses.

• **Parking Advisory Committee Report (Mike)**

- No official business at recent meeting, due to lack of quorum. Nominated Dimitrios Nikolaou for committee chair position.
- Discussion about license plate scanning system to issue citations. Reviewed feedback from campus community. Received complaint concerning private data that may be collected during license plate scanning process. University is partnering with a third-party vendor for this process. Director of Parking responded to specific concern. Public forums will be held next semester to continue the discussion.
- Mike sees these as valid concerns. We have to be good stewards of data that is being collected. He did not review personally the data security policy for the third-party vendor working on license plate scanning, but the policy has gone through Information Security office review and their standards.
- Next semester will be devoted to testing the license plate scanning system, educating campus community, giving warnings, etc. Anticipate issues with license plates being entered incorrectly.
- Concerns about parking in specific areas in campus, including Speech and Hearing Clinic and University High School. Plans are in place.

- Discussion about committee membership. Parking Advisory Committee discussed basing quorum on how many people fill the seats rather than total number of seats. Academic Senate is considering something similar.
- Katy shared concerns with Mike regarding parking lot (Fell & Mulberry).
- **Nomination for Esprit de Corps (Amy)**
  - Council approved nominating Terry Jackson for this award. Amy will send nomination information to Civil Service Council and will forward it on as appropriate.

#### 4) Old business (2022-2023 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 – Amy Secretan

Congratulations on success of Cocoa event in November! Thanks to those who planned and attended. Good thing to continue to do in partnership with CS Council.

Contacted by PRPA regarding the University's Strategic Plan Task Force. The task force is currently being assembled. Members of the task force are being invited to attend our January 12, 2023, meeting to gather feedback (30-45 minutes, top of agenda).

Jeff inquired about status on AP/CS Council merger conversation with Academic Senate Chair Martha Horst. Amy will confirm with Stuart, but she does not believe we have addressed this topic with Academic Senate yet.

#### 6) Treasurer's Report – Heidi Verticchio

Current balance, \$1,668.09.

#### 7) Human Resources Report – Derek Story

**Additional Training/Learning** - HR has hired a Learning and Development professional who is collaborating cross-divisionally and updating the training calendar (including Supervisor Foundations and targeted topics)

**Remote Work/Flex Work** - Remote work request and extension forms are now available online for electronic routing

#### 8) Representative Reports

- **Awards** – Wilma Bates

The deadline to submit nominations is Friday, December 9. A reminder email will be sent out tomorrow morning. Has received three applications so far. Anecdotally, 50-75% of applications are submitted within final 48-72 hours.

After tomorrow's deadline, Wilma will schedule a meeting to review nominations.

- **Academic Senate** – Jeff Helms  
See attached notes from Jeff.

- **Campus Communications Committee** – Melissa Ramirez-Osorio  
CCC meetings have been scheduled with President Kinzy

Feb 6 @ 2pm  
Feb 13 @ 1:30pm  
April 1 @ 2pm  
April 8 @ 1:30pm

- **Foundation** – Heidi Verticchio – No Report  
Next meeting is March 24, 2023.
- **ISU Annuitants Association** – Heidi Verticchio – No Report  
Next meeting is January 11, 2023.

## 9) Committee Reports

- **Elections** – Kate Boutilier – No Report
- **Programming** – TBD (Katy and Kara on committee)  
So far, ten volunteers have signed up for Holiday Helper gift delivery. Still looking for afternoon slots. Katy will send details to Civic Engagement Advisory Board and Kara will post details on Council Facebook page.

January 2023: Thinking about doing an online wellness program.

April 2023: Food drive for School Street Food Pantry in coordination with CS Council. Brainstorming new name (previously Redbird Cares)

Thank you to everyone who came to Cocoa event in November!

- **Communication** – Kara Snyder  
No newsletter this month; working on filling Spotlights for next month. Thanks to Heidi for submitting ideas! Send Kara any ideas for spring semester.
- **Scholarship** – Derek O'Connell – No Report
- **Equity, Diversity, and Inclusion Initiatives** – Amy Secretan – No Report

## 10) University Updates

## 11) Adjournment

A motion to adjourn the meeting was made by Jeff Helms, seconded by Heidi Verticchio. The motion was unanimously approved.

**Next Meeting: Thursday, January 12, 2023 / 1:15 pm – 3:00 pm / STV 401 and Zoom**