



**Members Present:** Nora Atkins, Kate Boutilier, Troy Hinkel, Terry Jackson, Emily Nafziger, Amelia Noël-Elkins, Derek O'Connell, Tal Parmenter, Mike Regilio, Amy Secretan

**Zoom:** *Elizabeth Chupp, Derrek Drenckpohl, Chelley Jackson, Megan McCann, Kara Snyder, Derek Story*

**Members Excused:**

**Guests Present:**

**Speakers:**

**1) Approval of Agenda**

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

**2) Approval of Minutes**

A motion to approve the minutes was made by Terry, seconded by Chelley. The minutes were unanimously approved.

**3) New business**

• **Policy 3.2.12: Ombudsperson Policy (Derek O.)**

Council was asked for feedback on suggested revisions of this policy, as well as the policy itself as it is listed on the Policy website. Goal of discussion was to explain process for nominating & removing staff members to the Ombudsperson Council, and to ensure consistency between language for faculty members of Council and staff members of Council. Derek O. will address with Academic Senator Dimitrios our concerns as well as suggested language for the policy as it pertains to staff membership, and how staff members are selected to serve (and by whom).

• **School Street Food Pantry Food Drive (Derek O.)**

AP and CS Councils will participate in a School Street Food Pantry Food Drive on Saturday, April 9 (8:30 a.m. to 12:30 p.m.). AP Council will work with Nancy, CS Council, to promote event. We confirmed at least (4) Council members to volunteer for the event. Event will be promoted to recruit additional volunteers.

• **Dean of College of Engineering & Search Committee Representation (Derek O.)**

Derek recently sent out a call to all APs to serve on a search committee for the Dean of the College of Engineering. Nominations will be accepted until Friday, April 1, with voting taking place the following week. AP Council will then vote on (4) nominees to send forward to Provost Tarhule by Friday, April 8. Our vote will be contingent on Board of Trustees discussion in May.

Council further discussed AP representation on this and other search committees. Council agreed to exclude APs with faculty rank for this specific search, due to their having additional avenues for representation. Council will discuss this further for future searches.

**4) Old business (2021-2022 List)**

**Brainstorming Topics List (On-going)**

- Improve communication efforts to APs on campus
- Increase visibility of APs on campus
- Increase representation on Senate
- Monitor HR updates related to AP transitions
- Continue AP engagement/programming
- Remote Work Policy / Workplace Flexibility
- Create space, opportunities, and programming to discuss and generate ideas regarding Equity, Diversity, and Inclusion
- Develop annual survey for APs and communicate out efforts taken on actionable items
- Discussion about Future Partnerships with CS Council

## 5) Chair Remarks – Derek O’Connell

**Nominations for Council:** We will be accepting nominations for AP Council through Friday, March 25. Council is encouraged to reach out to those that may be a good fit. Derek presented about the nominations process to Admissions, Housing, University College advisors, and has shared information with the academic advising community Teams page.

**Meeting with President Kinzy:** During his recent meeting with President Kinzy, they discussed the following:

- Chronicle of Higher Education survey on Great Places to Work for. Feedback is solicited to learn general sense of employee sentiment on campus.
- University is in process of updating technology and software (examples include: ReggieNet; replaced software related to fundraising with Salesforce)
- AP representation and what this will look like now. This will ultimately be Council’s decision.

**April Council Meetings:** Propose that focus of April Council meetings be (1) evaluation and review of our Constitution, and (2) results/discussion/next steps from AP/CS Council Merger Working Group.

**Onboarding New Members/Member Transition:** Summer will also be a significant time for us as we welcome a large number of new members. Would like to review existing documentation for representative positions and committee work, to assist with the onboarding of new members in these roles, and to ensure a smooth transition of responsibilities.

## 6) Treasurer’s Report – Amy Secretan

Amy is reviewing with CS Council Treasurer an erroneous charge to our account for all plaques for this year’s team awards. Will have expenses in future relating to recognizing our departing members.

## 7) Human Resources Report – Derek Story

**LinkedIn Learning** - continues as a resource for faculty/staff as a learning and training platform through the end of the Fiscal Year – assessment will occur to determine this as an ongoing asset

**Search Advocate Program** – individuals interested in becoming a member – training and education will be June 20-23<sup>rd</sup> – contact Lisa Mason [lmason@ilstu.edu](mailto:lmason@ilstu.edu) for more information or to indicate interest

**Sick Leave Bank** - Open 4/7 – 4/20 – policy is found at <https://policy.illinoisstate.edu/employee/3-1-38.shtml>. Bank will open in iPeople.

## 8) Representative Reports

- **Awards** – Chelley Jackson – No Report
- **Academic Senate** – Amelia Noël-Elkins  
See attached notes from Amelia. Amelia’s term as AP Senator on Academic Senate will end this spring. Council will need to appoint AP Senator to begin in fall semester. Amelia is happy to remain in this role if Council wishes.
- **Campus Communications Committee** – Liz Chupp – No Report
- **Foundation** – Emily Nafziger – No Report
- **ISU Annuitants Association** – Tal Parmenter  
Elections are upcoming. They established nominating committee in March. Tal will transition off as AP representative for ISUAA but is interested in serving on their board. They will hold a dinner & program on June 15 in the Bone Student Center.

## 9) Committee Reports

- **Elections** – Derrek Drenckpohl  
Currently, there are (6) nominations to fill our at-large member and representative seats. Council members are encouraged to nominate those that may be interested in serving. After nominations close, Derek will compile interest statements from nominees to prepare for elections opening on April 4.

- **Programming** – Liz Chupp, March: Get to Know AP Council Coffee Hour Programs  
Council held two Coffee Hour programs this month. Thanks to all Council members who attended! No other programming planned for semester, but Council can discuss if they would like to facilitate further programming this semester.
- **Communication** – Kate Boutilier  
The March newsletter will be published Monday, March 28. Mass email has been scheduled for Monday, April 4 to announce A/P Council elections.
- **Scholarship** – Derek O'Connell  
Will send information to Kate to promote nominations for A/P scholarship. Nominations will be open April 4 through June 3.
- **Equity, Diversity, and Inclusion Initiatives** – Amy Secretan  
Committee will meet next week. Derek S. asked for Search Advocate program to be included and will send information to Amy.

## 10) University Updates

## 11) Adjournment

A motion to adjourn the meeting was made by Emily, seconded by Mike. The motion was unanimously approved.

**Next Meeting: Thursday, April 14th, 2022 / 1:15 pm – 3:00 pm / STV 401 and Zoom**

***Respectfully Submitted:***

Kate Boutilier  
3/24/22