



**Members Present:** Kate Boutilier, Troy Hinkel, Terry Jackson, Derek O'Connell, Tal Parmenter, Mike Regilio, Amy Secretan

**Members Joining via Zoom:** Nora Atkins, Elizabeth Chupp, Derrek Drenckpohl, Chelley Jackson, Megan McCann, Emily Nafziger, Derek Story

**Members Excused:** Amelia Noël-Elkins, Kara Snyder

**Guests Present:** Wilma Bates, Heidi Verticchio

**Speakers:**

**1) Approval of Agenda**

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

**2) Approval of Minutes**

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

**3) New business**

• **AP/CS Merger Working Group Updates (Terry)**

Terry presented working group proposal on the structure of a unified Staff Council, that included general structure, membership, committees, representatives, and elections. The following timeline was discussed:

- Continue to solicit feedback from Council on this proposal
- Discuss as Council and hold an advisory vote at May 26 meeting
- Ensure consensus with CS Council on Constitution
  - Any differences will need to be further evaluated and may require follow-up discussion from each Council
- Identify one member from each Council to draft Constitution in June and July
- Facilitate informational sessions and/or identify ways to communicate out information about the Staff Council to AP and CS staff

We will plan to keep President Kinzy updated for her awareness and feedback

Derek will confirm with Terry the timeline as brainstormed by the working group.

• **Vote on Council Constitution (All)**

Derek summarized changes that were discussed at April 14 meeting. None of these were substantive in nature. Mike motioned to approve the revisions to the Council Constitution, seconded by Amy. The motion was unanimously approved. The new Constitution will be uploaded to our website.

• **Summer Council Meetings (Derek O.)**

Council discussed modifying meeting schedule for summer months (May, June, July, August). Historically, Council has held one meeting each in June and July, with the second meeting date each month designated for committee work as needed. The following additions or changes were noted:

May 12 Meeting: Welcoming of New Members

May 26 Meeting: Review & Advisory Vote on Staff Council Proposal

June 23 Meeting: Will be canceled

July 28 Meeting: Will be canceled

#### 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

- **AP Representative for Academic Senate:** Emily motioned to appoint Amelia Noël-Elkins as the AP Representative for Academic Senate in the upcoming academic year, seconded by Troy. The motion was unanimously approved.
- **Meeting with President Kinzy:** Derek met with her April 28. Discussed staff quality of life and importance of completing the staff survey, which was facilitated and developed by the Staff Success Committee. Survey results should be out functionally in aggregate data in a way that is not identifiable. There was discussion about staff concerns with anonymity, and whether results could be easily identifiable. This could impact the way the staff member chose to respond to survey items. Discussed additional ways to boost morale and sense of community, including dressing for your job (HR follows something similar called “Dress for your Day”), and consideration of summer working hour flexibility. Continues to have a positive sense of remote work policy. Derek will look at inviting Janice Bonneville, HR, to our June meeting for a more specific update about remote work.

#### 6) Treasurer’s Report – Amy Secretan

There was a distribution in our funding line due to the recent Awards expenses. Our balance is now accurate, and our current available budget is \$1,334. Amy contacted B&B Awards this morning to order plaques for departing Council members. She will share an update once an invoice is received.

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

**Benefits Choice/Open Enrollment** - May 1 - May 31. Link can be found in iPeople under "Benefits" to see current benefits and launch to the state's portal. Article [here](#) that indicates where to go for more information.

**Supervisor Training (staff) framework** expected fall 2022 - likely more to be announced in the summer about strategy, methodology, delivery and content

**Search Advocate Training** - dates still have availability for signup on the HR [site here](#)

**Paid Admin Leave** still being disbursed for qualifying individuals retroactively

#### 8) Representative Reports

- **Awards** – Chelley Jackson – No Report
- **Academic Senate** – Amelia Noël-Elkins  
See Amelia’s recent notes on Teams.

- **Campus Communications Committee** – Liz Chupp  
The Board of Trustees will meet next on May 6. Liz will post meeting information in Teams site for those interested in attending or streaming. Campus Communications Committee is working on the letter that will be presented at this meeting.
- **Foundation** – Emily Nafziger – No Report
- **ISU Annuitants Association** – Tal Parmenter – No Report

## 9) Committee Reports

- **Elections** – Derrek Drenckpohl  
Elections went smoothly! There were over 100 votes cast, which was great. Thank you to Derek O. and Mike for assistance.
- **Programming** – TBD
- **Communication** – Kate Boutilier  
If any member who has transitioned to CS would like to still receive AP newsletter through August 2022, please let Kate know.
- **Scholarship** – Derek O'Connell  
Scholarship applications are now available and will be due on Friday, June 3. Children of current or former (retired) AP staff are eligible to apply.
- **Equity, Diversity, and Inclusion Initiatives** – Amy Secretan – No Report

## 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, May 12th, 2022 / 1:15 pm – 3:00 pm / STV 401 and Zoom

***Terms for newly elected Council members will begin May 2022; attendance is optional through August 2022!***

***Respectfully Submitted:***

Kate Boutilier

5/2/22