



Members Present: Kate Boutilier, Jeff Helms, Derek O'Connell, Mike Regilio, Amy Secretan, Kara Snyder, Kate Weiser

Members Excused: Melissa Ramirez-Osorio, Heidi Verticchio

Members Joining via Zoom: Wilma Bates, Derek Story, Katy Strzepek

Guests Present: Troy Hinkel, Employee Recognition Program (Zoom)

Speakers:

1) Approval of Agenda

A motion to approve the agenda was made by Derek O'Connell, seconded by Jeff Helms. The agenda was unanimously approved.

2) Approval of Minutes

A motion to approve the minutes was made by Jeff Helms, seconded by Derek O'Connell. The minutes were unanimously approved.

3) New business

• **Employee Recognition Program (Troy)**

The committee is developing a new system for recognition and service. In place of the traditional gifts, they are moving toward a recognition medallion system. Employees will receive a medallion for one year of service, with specific medallions for 5, 10, 15, 20, etc., years of service. This new system will be rolled out soon. Medallions will be backdated for employees still at ISU. There will be a banquet. More details will be shared soon!

• **Agenda items for AP and CS Chairs Meeting with President Tarhule (standing item)**

Addressed in following New Business item.

• **Follow-Up from Meeting with President Tarhule (All)**

Any summarized Council discussion about items to bring to upcoming meetings with President Tarhule that address areas of concern.

- 1) Examining root causes and not treating symptoms
- 2) Closer collaboration between units and integration of support team
- 3) More counselors, additional support for Housing
- 4) Advisors bearing emotional burden
- 5) Helping students understand that multiple people will be involved with helping them figure out their issues; office is not one-stop shop
- 6) More support for dedicated first-year seminar experience with full-time, dedicated staff (more focus on first-year experience, could include developing a specific course)
- 7) Staff advancement, given internal and external movement.

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

Amy met with President Tarhule a few days after our last Council meeting. Discussed how conversation went. Discussed Athletic Director situation. Discussed recent movement among upper administration and how it can make people feel uncomfortable. These concerns will be incorporated in the letter presented to Board of Trustees May 12. He appreciated coming to our meeting.

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

Balance is \$149.63.

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

Benefits Choice Period through May 31 - <https://news.illinoisstate.edu/2023/04/benefit-choice-fair-and-upcoming-open-enrollment-period/>. Be sure to login and review your benefits program and your MCAP/DCAP. Good time to do some reviewing of all your benefits.

Annual Performance Appraisals - messaging went out to supervisors/leaders, evaluations are being received - continue to keep those coming and a great time to refresh goals for the upcoming year.

Learning - LinkedIn Learning still available over the summer as an avenue, some other upcoming trainings through <https://hr.illinoisstate.edu/> include sessions on flexing that LinkedIn Learning content, Conflict Styles, Teams, Excel, and more.

8) **Representative Reports**

- **Awards** – Wilma Bates – No Report
- **Academic Senate** – Jeff Helms
See attached notes from Jeff.
- **Campus Communications Committee** – Melissa Ramirez-Osorio – No Report
Amy shared a reminder that the Board of Trustees will meet May 12 at 9:00 a.m. The coffee hour program will feature Canvas.
- **Foundation** – Heidi Verticchio – No Report
- **ISU Annuitants Association** – Heidi Verticchio
Met May 10. Waiting on proof for summer newsletter. Getting ready to start fall newsletter. Membership newsletter will be sent in fall.

9) **Committee Reports**

- **Elections** – Kate Boutilier
Second round of elections taking place next week. We received six nominations for four at-large member positions. So far, four have confirmed the nominations.
- **Programming** – Katy Strzepek and Kara Snyder
Tentatively planning on happy hour at Fiala Brothers for Friday, June 23. Katy will speak with Beth, CS Council, about their joining us. Kara will work on communications plan. Will resume programming in September 2023.
- **Communication** – Kara Snyder – No Report
May newsletter will be sent May 27.
- **Scholarship** – Derek O'Connell

The deadline to apply for scholarships is early June 2023. Derek will coordinate with Kara to promote in upcoming newsletter.

- **Equity, Diversity, and Inclusion Initiatives** – Amy Secretan – No Report
Amy participates in a Teams chat with university's EDI Leaders Circle. They are developing a summer reading "challenge". Amy will share a list of books via Teams.
- **Parking Advisory** – Mike Regilio
AP Council received a question/concern about parking via Formstack. Mike connected with Mary Jo and will provide feedback to the employee.

10) University Updates

11) Adjournment

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

Next Meeting: Thursday, May 25, 2023 / Zoom or STV 401