



Members Present: Wilma Bates, Nikki Brauer, Shannon Darling, Amke De Boes, Jeff Helms, Derek O'Connell, Melissa Ramirez-Osorio, Mike Regilio, Amy Secretan, Kara Snyder, Derek Story, Heidi Verticchio, Mandy Webster, Kate Weiser

Members Excused: Kate Boutilier, Sheri Bettis, Katy Strzepek

Guests Present:

Speakers:

1) Approval of Agenda

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

2) Approval of Minutes

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

3) New business

- Agenda items for AP and CS Chairs Meeting with President Tarhule (standing item)
 - Civic Engagement release time
 - Conveying appreciation for the Recognition program improvements
 - Suggestion to create and administer a Mentorship program (like Provost Fellows) for staff
 - Vacancies/Search updates
 - Standing: requesting Staff Survey progress updates
- Update on AP/CS Staff Council Merger (Amy)
 - On 8/15 members of the AP and CS Councils met to discuss the proposed merger and next steps. It was shared that a letter has been sent to Academic Senate officially proposing the merger as Academic Senate is the governing body over Policy that establishes both Councils. Amy Secretan, AP Council Chair, will reach out to Quanisha Kumi-Darfour, CS Council Chair, to determine the next steps.
- Brainstorming Topics List for 2023-2024 (All)
 - Council members discussed priorities for the current Academic Year 2024. There was consideration of adding the topics of:
 - University strategic planning efforts; requesting updates and providing input
 - President search efforts; requesting updates and providing input
 - Council members also considered deprioritizing or considering completed the topics of:
 - Pedestrian safety; a blinking light at a crosswalk near Turner Hall has been installed, a quad dismount zone has been established, and there is an Academic Senate committee working with IDOT and the Town of Normal to address crosswalks
 - Town/Gown Assessment; an effort that would require involvement from higher leadership than AP Council
 - Connected issues relating to visibility, communication, programming
 - Develop systemic process for programming events
 - Council members discussed giving higher priority the topics of:
 - AP/CS Council Merger
 - Administration's Staff Survey response efforts, and coordinating any AP Council efforts with CS Council

4) Old business (2022-2023 List for Reference)

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

- Recognizes that the beginning of the semester has been busy for many staff but that overall, students seem to be successful.

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

- No spending activity, balance remains at \$2,000.

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

- Learning calendar - distributed to Deans Directors and Dept Heads. This included a September "bite-sized learning" calendar from LinkedIn Learning (less than 5 minutes per day - also attached). This is also available at hr.ilstu.edu/programming.
- The Leadership Development Certificate Program - features in-person training sessions and self-paced eLearning courses designed to impact your personal and professional growth. All Illinois State University Employees are eligible for participation and have one academic year to complete the certificate program requirements. Designed with current supervisors/leaders in mind, so preference will be offered to that audience first.
- New Employee Orientation - All About ISU - reminder that the University provides a group orientation focused on Mission, Vision, Values and History for all staff on campus once monthly. This is meant to connect individuals across campus beyond their department, college and division in a way to demonstrate collaboration. For those who have new employees starting over the last 30 days or in the near future, keep in mind this opportunity and reach out to your employment consultant to get them registered.
- New AP Employment Consultant - we have hired a new HR Employment Consultant (Paige Dowllar) who will focus on GA and AP employment processing, advising and transactions. We are in the process of hiring a benefits counselor also as we have a vacancy there from a recent relocation (A-L).

8) **Representative Reports**

- **Awards** – Wilma Bates
 - Expects to starting reviewing within next couple of weeks
- **Academic Senate** – Jeff Helms - No Report
 - First meeting is next week
- **Campus Communications Committee** – Melissa Ramirez-Osorio
 - Next meeting 10/2
 - Asking for topic suggestions for 8 AM BOT Coffee Hour
- **Foundation** – Heidi Verticchio – No Report
- **ISU Annuitants Association** – Nikki Brauer - No Report

9) **Committee Reports**

- **Elections** – Kate Boutilier
From Amy Secretan; elections were successful.
- **Programming** – Kara Snyder

Katy/Kara connecting to discuss fall programming and also next Spring. One idea is to hold a coffee and donuts social gathering where both AP and CS councils can have a slideshow promoting the councils. Send topics/ideas to Kara.

- **Communication** – Kara Snyder
Staff spotlights have been published. Send future spotlight recommendations for Sept and beyond to Kara.
- **Scholarship** – Derek O'Connell
Winners will be announced in the next newsletter on Monday.
- **Equity, Diversity, and Inclusion Initiatives** – Amy Secretan - No Report

10) University Updates

- Housing staff and Student RAs deserve a huge shout out
 - Staff Success efforts would be beneficial in Housing

11) Adjournment

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

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