



Members Present: Kate Boutilier, Wilma Bates, Jeff Helms, Derek O'Connell, Melissa Ramirez-Osorio, Mike Regilio, Amy Secretan, Derek Story, Katy Strzepek, Heidi Verticchio, Kate Weiser

Members Excused: Kara Snyder

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 Katy Strzepek, seconded by Heidi Verticchio. seconded by Jeff Helms. The minutes were unanimously approved.

3) New business

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

We are currently down (5) Council seats (at-large members). We could potentially have issues with having a quorum for future meetings which will impact our ability to conduct business and function as a Council. It would be in our best interest to see if we can temporarily fill Council seats. CS Council has been experiencing the same issue and are speaking 1:1 with individuals to temporarily serve for the remainder of the year.

Derek S. provided an updated list of all APs on Teams that we can use to review and to speak with individuals about serving.

Suggested to also review list of those who have previously served on Council (1-2 cycles ago). Kate provided a list from 2019-2021 on the Teams site but can look into information from years past. These individuals would be familiar with the structure of Council and with the time commitment needed, which will be beneficial for serving limited terms.

Discussed developing a document to track outreach. Council members can contact other individuals as needed. This document will be posted to Teams for easy access.

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

President Kinzy has asked for feedback from AP and CS Council on staff survey results. Discussed areas of interest and key takeaways. These include:

- Salary equity
- Professional development and incentives for participating
- Evaluations/feedback (including 360-degree feedback)
- Further breakdown of responses pertaining to AP and CS staff
- Sense of belonging and feeling connected to the university as a whole
- Action plan/next steps, similar to recent communication about COACHE survey

Discussed connecting with CS Council to hear their thoughts on key takeaways. Anticipate concerns may be similar. Can be an opportunity to collaborate and jointly present feedback to President Kinzy. Will also help for future discussions pertaining to unified Staff Council. Survey results can be revisited once Council is established and can be used to guide future work and where we should focus our energy. Amy will speak with Stuart to see if CS Council would be open to a combined response and, in the meantime, will draft a formalized response and will share to Teams for feedback. In the meantime, Council members are encouraged to solicit feedback from their units to incorporate any additional suggestions into the response. Can start a thread discussion on Teams to capture this information. If needed, can track using a spreadsheet.

Amy shared that CS Council has voted on the proposed merger structure and has approved it. Amy and Stuart will be speaking with Martha Horst, Chair, Academic Senate to make her aware of this development. Her feedback will help guide our next steps. President Kinzy is also aware of our plans.

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 – No Report

6) Treasurer's Report – Heidi Verticchio

Balance \$1,668.09. Expenditures of \$112.89 for books for recent event and \$150.00 for facilitator.

We were approached by CS Council and had agreed to help with Say Hello with Cocoa event on Tuesday, November 15th. They had asked to split the cost with us, \$235 of our portion, but are unable to do so. Options include hosting a similar event in the spring or facilitating a payment now from our account to theirs.

Discussed facilitating an event in spring prior to elections. Could be a strong opportunity to promote AP Council, collaborate again with CS Council.

7) Human Resources Report – Derek Story – No Report

Policy Review continues with Academic Senate - awaiting feedback on policies (3.4.7 specifically under review)

Position Description Availability - <https://isu.dc4.pageuppeople.com/default.aspx>

Supervisor Foundations Training - pilot completed and working on tweaks based on feedback

8) Representative Reports

- **Awards** – Wilma Bates
Website will be updated soon. Anticipate nominations opening November 16th and closing December 2nd.

- **Academic Senate** – Jeff Helms
See attached notes from Jeff.
- **Campus Communications Committee** – Melissa Ramirez-Osorio – No Report
- **Foundation** – Heidi Verticchio – No Report
- **ISU Annuitants Association** – Heidi Verticchio
See attached notes from Heidi.

9) Committee Reports

- **Elections** – Kate Boutilier – No Report
- **Programming** – TBD (Katy and Kara on committee)
Monday, November 14th: Festival of Trees volunteer opportunity
Tuesday, November 15th: Say Hello with Cocoa event, in collaboration with CS Council
Thursday, December 15th & Friday, December 16th: Help with Holiday Helper gift delivery
April 2023: Planning on food drive for School Street Food Pantry, in collaboration with CS Council
- **Communication** – Kara Snyder
November newsletter is scheduled for Monday, 11/28. This will be the last newsletter of the semester.

Please send stories, announcements, etc. for inclusion to me by the end of the day on Wednesday, 11/16.

Jeff Helms is our featured spotlight for November.

Heidi sent me some great ideas for spring semester, but I will continue to accept ideas for the staff spotlight.
- **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 Derek O'Connell, seconded by Mike Regilio. The motion was unanimously approved.

Next Meeting: *Thursday, December 8, 2022 / 1:15 pm – 3:00 pm / DEG 551 and Zoom

***Please note this is our final meeting of the semester!**

Respectfully Submitted:

Kate Boutilier
11/16/22