ADMINISTRATIVE / PROFESSIONAL COUNCIL Illinois State University

MEETING MINUTES

1:15 pm – 3:00 pm • Thursday, April 27, 2023 **STV 401**

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

Members Excused:

Guests Present: Dr. Aondover Tarhule, Interim President

Speakers:

1) Discussion with Interim President Tarhule

President Tarhule addressed the following:

- Regarding the staff survey results: what stands out to you? What are the plans/action items moving forward?
- What are some of your ideas for how the university could work towards recruiting and retaining staff from minoritized backgrounds and supporting them?
- We understand ISU needs to prepare for larger incoming freshmen class sizes for the next few years. How does the university plan to support and empower staff to adequately accommodate these large groups of students, as we support students both directly (such as academic advisors and counseling staff) and indirectly (such as program coordinators and housing)?

2) Approval of Agenda

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

3) Approval of Minutes

A motion to approve the minutes was made by Kara Snyder, seconded by Heidi Verticchio. The minutes were unanimously approved.

- 4) New business
- 5) 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
- 6) Chair Remarks Amy Secretan No Report
- 7) Treasurer's Report Heidi Verticchio Current balance is \$149.63.
- 8) Human Resources Report Derek Story

Policy(s) - Those former policies 3.1.30 - updated to reflect changes brought about by updated legislation.

Benefit Choice Fair - May 2 9:30 - 3:30 https://news.illinoisstate.edu/2023/04/benefit-choice-fair-and-upcoming-open-enrollment-period/

9) Representative Reports

- Awards Wilma Bates No Report
- Academic Senate Jeff Helms See attached notes from Jeff.
- Campus Communications Committee Melissa Ramirez-Osorio
 Meeting May 1 and 8 for the May 12 Board of Trustees meeting. Please contact Melissa if there is anything you would
 like the committee to include in their letter to the Board of Trustees.
- Foundation Heidi Verticchio
 Ewing Manor Committee will meet June 1. Foundation Board will meet June 23.
- ISU Annuitants Association Heidi Verticchio Next meeting is May 10.

10) Committee Reports

Elections – Kate Boutilier

We are reopening nominations for the week of May 1 to fill more seats. Elections will take place week of May 8. New Council members will be seated at the May 25 meeting.

Programming – Katy Strzepek and Kara Snyder
 April (Saturday, April 15, 8a-12p): Had 63 cars participate and 18 volunteers. Packed the shelves. People were very
 generous. Discussed plans for next year – date was good, could reduce volunteer shift hours from 9a-12p. More
 volunteers from CS. Special thanks to Beth Porter, CS, for coordinating.

Summer Social (TBD): Discussing holding a social at Fiala Bros. in the summer.

- Communication Kara Snyder No Report
- Scholarship Derek O'Connell Applications open until June.
- Equity, Diversity, and Inclusion Initiatives Amy Secretan No Report

11) University Updates

12) Adjournment

A motion to adjourn the meeting was made by Melissa Ramirez-Osorio, seconded by Jeff Helms. The motion was unanimously approved.

Next Meeting: Thursday, May 11, 2023 / Zoom or STV 401