



Members Present: Elizabeth Chupp, Troy Hinkel, Chelley Jackson, Terry Jackson *[via Zoom]*, Megan McCann, Emily Nafziger, Amelia Noël-Elkins, Derek O'Connell, Tal Parmenter, Mike Regilio, Amy Secretan, Kara Snyder *[via Zoom]*, Derek Story *[via Zoom]*

Members Excused: Nora Atkins, Kate Boutilier, Derrek Drenckpohl

Guests Present:

Speakers: Janice Bonneville *[via Zoom]*, Human Resources, Leave of Absence Policy (Policy 3.1.11)

1) Approval of Agenda

- *Motion to approve the agenda from Mike Regilio. Seconded by Derek O'Connell. Agenda was unanimously approved.*

2) Approval of Minutes

- *Motion to approve the minutes from Amy Secretan. Seconded by Troy Hinkel. Minutes were unanimously approved.*

3) New business

- **Survey to APs Regarding Remote Work Policy / Workplace Flexibility – discussion (Megan)**
 - *Megan discussed our plans for a survey to A/Ps regarding the Remote Work Policy with President Kinzy.*
 - *Discussed collaborating with Civil Service Council on the survey. Terry Jackson presented the survey template he prepared, and we briefly reviewed the questions. Terry also presented the feedback received from University Assessment Services regarding the survey questions.*
 - *Amelia Noel-Elkins and Chelley Jackson also discussed plans for an upcoming survey from the Staff Success Group through the Provost Office. The survey from the Provost Office would also include one or two questions related to the Remote Work Policy, but it would only survey staff members in Academic Affairs.*
 - *We discussed the pros and cons of pushing forward with our survey now to all A/Ps or waiting until February for the survey from the Provost Office. We ended the discussion by indicating all Council members should review the survey questions posted in Teams and be prepared to share feedback and make a decision at our next meeting on Nov. 11th.*
- **Policy 3.1.11: Leave of Absence Policy – information & discussion (Janice)**
 - *Several HR policies are currently under review with the Academic Senate, including Policy 3.1.11. Janice discussed several changes that are being made to Policy 3.1.11 with Council. She mentioned that these proposed changes would not take anything away from the policy, they are simply expanding it and adding a couple new types of leaves to align with new state statutes.*
 - *Janice will continue to keep Council up to date on other proposed policy changes as they continue to work their way through the Senate.*
- **Working Groups: Merger with Civil Service Council, AP Membership, Academic Senate Membership – information & discussion (Terry & Megan)**
 - *Terry Jackson briefly introduced the various working groups and put out call for volunteers. A more detailed document has been shared in Teams.*
 - *Megan shared the merger working group document with Stuart Palmer so he can start discussing this with Civil Service Council as well.*

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** – Megan McCann:

- *Megan met with President Kinzy last week and they discussed the CRCC cancellation, as well as the remote work policy. President Kinzy would also like to encourage us to share our Redbird stories to spread the word about ISU and our Redbird pride. Megan's next meeting with President Kinzy will be on Nov. 22nd.*
- *Megan confirmed with Derek Story in Human Resources that they are still on target to finalize all A/P to Civil Service transitions by Jan. 1, 2022.*

6) **Treasurer's Report** – Amy Secretan:

- *No updates. We will need to approve spending soon to cover plaques for outgoing members.*

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

- *No additions to add from Janice's report. He shared that HR is following a proposal that might expand some COVID leave benefits and he should have more to share with us next time.*
- *He also shared that HR is working with Technology Solutions to make the remote work application electronic – with backlog of other work in technology, this is likely to be spring 2022*

8) **Representative Reports**

- **Awards** – Chelley Jackson: *Award nominations are open until Nov. 12th. The last reminder will be going out next week to nominate colleagues. Chelley asked for committee members to help review nominations and pick winners. Derek O'Connell and Troy Hinkel volunteered to serve on the awards committee.*
- **Academic Senate** – Amelia Noël-Elkins: *Will have to miss Senate next week – Troy Hinkel volunteered to sub for Amelia. Updates from 10/20 meeting: There was a presentation from the Provost about block scheduling. Amelia briefly gave an overview of the presentation and discussed with Council. Action items from 10/20 meeting: textbook affordability committee approved its bylaws. Amelia will share her full report with Council.*
- **Campus Communications Committee** – Liz Chupp: *No report.*
- **Foundation** – Emily Nafziger: *Foundation Board met on Oct. 15th. Emily shared the highlights from the meeting and will share more detailed notes with Council. Next Foundation Board meeting will be in late-Feb./early-March.*
- **ISU Annuity Association** – Tal Parmenter: *ISUAA is doing a series of Zoom events related to health insurance and financial planning. He also shared that registration for the State fall meeting ends soon and more information can be found on the State Annuity Association website. Tal also shared that the Police Advisory group meet recently to reaffirm the committee's purpose and discuss membership. Tal will share more detailed notes with the Council.*

9) **Committee Reports**

- **Elections** – Derrek Drenckpohl: *Megan reported that we will plan to hold a special election in January. We'll start marketing the election in December before break.*
- **Programming** – Terry Jackson and Tal Parmenter (November): *Dr. Platt is confirmed for a virtual coffee hour in November. A calendar invite was sent out to all Council members. Megan will oversee the next coffee hour in January.*
- **Communication** – Kate Boutilier: *No report. Will share any updates on Teams as needed.*
- **Scholarship** – Derek O'Connell: *No report.*
- **Equity, Diversity, and Inclusion Initiatives** – Amy Secretan: *No report. Amy shared that she would like to meet with the committee in November. Email Amy if you'd like to join the committee and she'll schedule a meeting. The committee will start with the pillars that were shared at the Leaders Circle Retreat and work from there.*

10) **University Updates**

11) Adjournment

- *Motion to adjourn from Emily Nafziger. Seconded by Mike Regilio. Motion approved unanimously.*

Next Meeting: Thursday, November 11th, 2021 / 1:15 pm – 3:00 pm / DeGarmo Room 551 and Zoom