



**Members Present:** Nora Atkins, Kate Boutilier, Elizabeth Chupp, Derrek Drenckpohl, Troy Hinkel, Chelley Jackson, Terry Jackson, Megan McCann, Emily Nafziger, Amelia Noël-Elkins, Derek O'Connell, Tal Parmenter, Mike Regilio, Amy Secretan, Kara Snyder, Derek Story

**Members Excused:**

**Guests Present:**

**Speakers:**

1) **Approval of Agenda**

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

2) **Approval of Minutes**

A motion to approve the minutes was made by Megan., seconded by Liz. The minutes were unanimously approved.

3) **New business**

- **AP-CS Working Group Updates (Terry)**

Working Group met recently to discuss membership construction of one proposed Staff Council. They are actively seeking feedback from Council on idea, direction, things to consider, etc. They will meet again on Tuesday, February 22<sup>nd</sup>.

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** – Terry Jackson / Derek O.

- **Last Meeting as Chair** – This is Terry's final Council meeting as Chair. Derek O. will assume Chair responsibilities for next meeting.
- **Vote to Remain Council:** Troy motioned for the Council to voice vote to allow Terry to remain on Council through the end of the academic year, pursuant to the Council discussion in December to vote to allow those transitioning to a different job classification the opportunity to remain on Council through the end of the academic year (in a non-Executive Board capacity). Tal seconded the motion, and the motion carried. Clarification that those voted to remain on Council will remain through August, which is consistent with the end of an AP Council term year (May to August). By-laws will be amended as needed. Allowing those members the opportunity to serve through August will support the transitional period and necessary onboarding for committee or representative positions.

6) **Treasurer's Report** – Amy Secretan – No Report

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

- **LinkedIn Learning** will officially launch 2/11. Preview shown to council.

- **HB2778** will likely become **HB 1167**. We continue to watch progress in order to adjust to how that will impact ISU employees.
- **Weather Closure** - Some questions arose (as is typical) on the Unplanned Administrative Closure Days. The weather memo is traditionally updated/released in October/November, and we highlight it as a first-second link on the HR site when weather presents itself to potentially be a challenge. This provides a good summary and resource for rules, reporting, and planning.
- **Remote work** - group continues to meet and explore out-of-state work for remote employees in an effort to understand the current complications around this for Illinois State University

## 8) Representative Reports

- **Awards** – Chelley Jackson  
News article has been published to announce those selected for AP Awards.
- **Academic Senate** – Amelia Noël-Elkins  
Academic Senate and its committees did not meet last week due to the weather.
- **Campus Communications Committee** – Liz Chupp  
The Board of Trustees will meet next on Friday, February 18<sup>th</sup>. Liz will post to Teams the meeting agenda and livestream information for those interested in participating/watching the meeting. Committee is currently drafting and editing the letter to be presented to the Board of Trustees, and will meet with President Kinzy on Monday, February 14<sup>th</sup> for further review.
- **Foundation** – Emily Nafziger  
The Foundation Board will meet next on Friday, February 25<sup>th</sup>. A meeting of the Ewing Advisory Committee originally scheduled for Thursday, February 10<sup>th</sup> will be rescheduled.
- **ISU Annuitants Association** – Tal Parmenter – No Report

## 9) Committee Reports

- **Elections** – Derrek Drenckpohl  
Will follow timeline from previous election cycles – nominations opening in late-March/mid-April. Executive Board will confirm the number of positions we are needing to elect. Derek O. noted that this will be an item of New Business for our next meeting. Derek O. promoted upcoming election cycle at Spring Advisor Day in early February. He encouraged Council members to think on which groups we can reach out to about our upcoming elections, and the best way to do so, and to be prepared to discuss this at our next meeting.
- **Programming** – Elizabeth Chupp, *Virtual Coffee Hour: Get To Know AP Council*  
Reviewed previous discussion about hosting a virtual coffee hour to promote AP Council – What is AP Council? What types of things does the Council do? What does it look like to be a member? Liz offered to facilitate this planning. Nora and Megan volunteered to assist.
- **Communication** – Kate Boutilier  
February newsletter will be sent out Monday, February 28<sup>th</sup>. Spotlight will be Carla Birckelbaw, Office of Technology Solutions. Posting on Facebook page every Wednesday – typically will share ISU news articles or events. In future, will promote Contact Us Form on Council website, and invitation for APs across campus to attend a meeting. Please let me know if there is anything you would like to see featured in either the newsletter or Facebook.
- **Scholarship** – Derek O’Connell  
Committee members are in place. Work will begin at the end of March for outreach & call for applications.
- **Equity, Diversity, and Inclusion Initiatives** – Amy Secretan – No Report  
EDI Leader’s Circle retreat will be held on Monday, February 14<sup>th</sup>. Retreat information can guide our future work in this area.

## 10) University Updates

## 11) Adjournment

A motion to adjourn the meeting was made by Emily, seconded by Derek O. The motion was unanimously approved.

**Next Meeting:** Thursday, February 24th, 2022 / 1:15 pm – 3:00 pm / [Zoom](#)

***Respectfully Submitted:***

Kate Boutilier

2/11/22