



October 24, 2024 Meeting Minutes 1:15pm, DeGarmo Hall 551

Members Present: Amke De Boes, Daniel Freburg, Jeff Helms, Amy Secretan, Kate Weiser, Derek O'Connell, Marci Rockey, Melissa Ramirez-Osorio, Geno Hampton

Members Excused: Shannon Darling, Katy Strzepek, Mike Regilio, Paisley Hartman

Members Joining via Zoom: Mandy Webster, Cindy Lotz, Nikki Brauer, Heidi Verticchio

Guests Present:

Speakers:

- **Approval of Agenda**
 - Motion: Jeff Helms
 - Second: Derek O'Connell
- **Approval of Minutes (10/10/24)**
 - Motion: Derek O'Connell
 - Second: Melissa Ramirez-Osorio
- **New business**
 - **HLC Forums:**
 - Faculty Forum (Monday, October 28, 1:00 PM – 2:00 PM, Jaime Escalante Conference Room in Vrooman Center - located in East Campus in between Manchester Hall and Hewett Hall on W. College Avenue)
 - Staff Forum (Monday, October 28, 3:15 PM – 4:00 PM, Jaime Escalante Conference Room in Vrooman Center - located in East Campus in between Manchester Hall and Hewett Hall on W. College Avenue)
 - Student Forum (Tuesday, October 29, 10:30 AM – 11:15 AM, Prairie Room, Bone Student Center)
 - [Campus Visit | Accreditation | Illinois State](#)
 - **Agenda items for AP and CS Chairs Meeting with President Tarhule (standing item)**
 - FLSA with the budget constrictions? Wait for Cindy to join us for an update.
 - **Campus search updates**
 - Dean of Milner and Grad School Director search committee deadlines were this week. AP Council sent on 3 names that council voted on after self-nominations. Marci Rockey, Brittney Vietti, Vouter Van Alabeck sent for graduate school director search. Rachel Scott volunteered for Milner search.
- **Old business (2023-2024 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
- **Chair Remarks – Amy Secretan**
 - Amy met with President Tarhule on 10/23. CS Chair was absent for family emergency, vice chair joined. Asked about the plan for more staffing for Equity and Inclusion Office – depends on vision of new director. Consultant fee for RISE Project – BOT has approved up to \$1million total cost. They don't plan on spending that much – pricing is based on phases (3 phases – we can decide how many we do – we are planning on at least Phase 1 and Phase 2).
 - Discussed housing, specifically certified housing, which is a potential solution to housing crisis. Certified Housing is a 3rd party that owns a building and gets ISU's stamp of approval to house students. Other option is a master lease where ISU "takes over" a building and runs it as campus housing.
 - Circled back around to Wednesday before Thanksgiving holiday – President will take it back to cabinet. CS brought up the hiring freeze impacting efficiency – President reiterated managers should be doing performance evals AND assessing position descriptions to ensure duties assigned match reality. President suggested managers could consider how AI could help with administrative tasks.
 - There will be budget open forums – details TBD.
 - President will host tours of new GE Engineering building for AP and CS councils and solicit feedback after University closes on the location. Vernon is going to be reduced by town of Normal – that is the direct route from campus to the new Engineering space.
 - Jeff wants to know if we still have students living in temporary housing on campus at this point in the semester. Jeff also wanted to know if students pay rent in the certified housing to campus or private organizations.
 - Another follow-up was asking about an update on the University's working group on AI.
- **Treasurer's Report – Heidi Verticchio**
 - Our balance is \$2000.00.
- **Human Resources Report – Cindy Lotz**
- **Representative Reports**
 - **Awards – Melissa Ramirez-Osorio**
 - The announcement that nominations are open for AP awards has gone out to all AP members through the newsletter. Nominations are due Nov. 22.
 - https://news.illinoisstate.edu/2024/10/staff-awards-nominations-open-2/?utm_source=Relay&utm_medium=Email
 - We need 3 AP Council members to volunteer in the review process after Thanksgiving break.
 - Thank you Amy and Mike for helping me update the nomination forms and websites!
 - Marci, Derek, Amke will volunteer
 - **Academic Senate – Jeff Helms**
 - See Jeff's separate notes
 - AP or CS representative liaison position on Administrative Affairs and Budget and ??? committee
 - **Campus Communications Committee – Geno Hampton**
 - Some conversation regarding pop-up party after homecoming and budget concerns.
 - **Foundation – Heidi Verticchio**
 - None
 - **ISU Annuitants Association – Nikki Brauer**
 - No report per Nikki. Next meeting is 11/13.
- **Committee Reports**
 - **Merger Working Group – Amy Secretan & Derek O'Connell**
 - All of the main content articles are out. Feedback Survey will go out November 11th and stay open until December 6th. Discussed sending email from Amy and Justin to all AP and CS the week of November 18th.
 - **Elections – Marci Rockey**

- None
- **Programming** – Katy Strzepek & Amke De Boes
 - Cocoa with Councils event – November 21st. Invites are on calendars and was forwarded to President.
- **Communication** – Mandy Webster
 - Derek’s merger article will go out in upcoming newsletter next week.
- **Scholarship** – Derek O’Connell
 - None
- **Equity, Diversity, and Inclusion Initiatives** – Amy Secretan
 - Aiming for meeting by the end of semester.

- **University Updates**
 - Reminder about reception at President’s House.
- **Adjournment**
 - Motion: Amke De Boes
 - Second: Geno Hampton

Next Meeting: Thursday, November 14, 2024 / Zoom or DeGarmo 551