



Members Present: Kate Boutilier, Jeff Helms, Derek O'Connell, Amy Secretan, Derek Story

Members Excused: Wilma Bates, Kara Snyder

Members Joining via Zoom: Melissa Ramirez-Osorio, Mike Regilio, Katy Strzepek, Heidi Verticchio, Kate Weiser

Guests Present:

Speakers:

1) Approval of Agenda

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

2) Approval of Minutes

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

3) New business

- **Meeting format preferences (Amy)**

Discussed preferences for meeting formats moving forward. The consensus was that continuing with a hybrid option is preferred, but with greater supports to enhance the experience on Zoom – a more adequate meeting space, audio/video resources, etc. Discussed an OWL, which is effective for sound clarity and quality but may be cost-prohibitive.

Mike currently utilizes a device that is similar to an OWL, but has a wide-angle lens, so sacrifices a bit on video. The microphone and speaker are built-in. This device has worked well for other meetings. Would likely put the device on the front table of the meeting space; would not work as well for certain seating arrangements, since it doesn't swivel to the person speaking, so would need to be mindful. He will let us borrow his to try at upcoming meetings. If we like it, we can look into whether we can use our budgeted funds to purchase one of our own.

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

Amy and Stuart met with Interim President Tarhule last week for the first time. He expressed interest in attending one of our Council meetings. Amy will offer Thursday, April 27. Can propose alternate dates as needed. Discussed the importance of facilitating this specific Council meeting in-person.

Discussion about Staff Survey results. COACHE survey results for faculty have included detailed reporting on survey results, identifying of priorities and assigning work groups to focus on these priorities. Interim President Tarhule will look into whether this is feasible for the Staff Survey results as well. Heidi served on this committee when Amelia was in her role. Heidi and the committee will be meeting with Dakesa on March 20.

Amy learned that in terms of the composition of the Board of Trustees, no more than four members appointed by the Governor shall be affiliated with the same political party.

6) Treasurer's Report – Heidi Verticchio

Our balance will be \$354.37.

7) Human Resources Report – Derek Story

Current Remote/Flex numbers for AP - about 25% (117)

Policy(s) - HR was asked to give feedback/information on policies 3.1.1 (University Staff Categories), 3.2.1 (Academic Personnel), 3.2.2 (Search Committees) and 3.2.13 (Administrator Selection) as they are in committee. These may have more discussion or may go to Senate next.

Learning/Training - upcoming slate for spring includes customer service, managing remote work, team morale, and others. We continue to send that list to Deans, Directors, Dept Heads for distribution.

8) Representative Reports

- **Awards** – Wilma Bates – No Report

- **Academic Senate** – Jeff Helms
Notes will be shared soon!

- **Campus Communications Committee** – Melissa Ramirez-Osorio
CCC will meet on May 1 and May 8 to draft letter for the May 12 Board of Trustees meeting. Calendar invites have been updated to reflect Interim President Tarhule.

- **Foundation** – Heidi Verticchio
Ewing Manor Committee met today (3.9.23). Architectural tours are being promoted and advertised now. The busy season is starting and there are weekend events scheduled from May 5 through October 14 already. Booking weddings into 2024. Shakespeare Festival will 'move in' for the summer on May 16 to begin the summer shows which will start in June. Gift revenue for the Manor has doubled this year (to date they have received 25k in gifts up from 11K last year). Salary is under budget due to hiring/staffing challenges.

The Foundation Board will meet next on March 24.

- **ISU Annuitants Association** – Heidi Verticchio
See attached notes from Heidi.

9) Committee Reports

- **Elections** – Kate Boutilier
Nominations opened March 6 and will remain open through March 31. We have received one nomination so far. Virtual Coffee Hour is scheduled for March 23. All are welcome to attend. Amy volunteered to provide brief comments.
- **Programming** – Katy Strzepek and Kara Snyder (Spring 2023 calendar of events copied from previous minutes, updates in italics)

March (Wednesday, March 8, 12-1p): Thank you to those who attended the Women in Leadership event, and thanks to Heidi for getting the check written so quickly. Katy has received positive feedback and there is interest in continuing with this programming. Registration filled quickly. Great idea to feature local catering.

April (Saturday, April 15, 8a-12p): Working with CS Council to market the event. Will be scheduling a Zoom opportunity with Katy and Doris Groves to learn more about the School Street Food Pantry, and to connect social justice and service components. There is currently a great need for student food. Doris will share a list of their greatest needs closer to. Sign-Up Genius will be created and those interested will be able to volunteer for one-hour shifts.

Discussed partnering with CS Council for a future event in the next academic year. AP Council covered the cost of the November Cookies & Cocoa event. Expressed interest in doing another event.

- **Communication** – Kara Snyder
Please send Kara any items you would like included in future newsletters.
- **Scholarship** – Derek O'Connell
Prepared new scholarship form in FormStack. Worked with Webmaster to make sure website is ready to go and has correct dates for this year's application deadlines. Applications will open April 3 and will be due June 2. Later this month, Derek will review the account to ensure it is in order. Committee of five has been assembled to review applications.
- **Equity, Diversity, and Inclusion Initiatives** – Amy Secretan
Registration is now open for the Culturally Responsive Campus Community (CRCC) conference on March 29. The full-day and FREE conference has returned and will be facilitated in-person. Breakfast and lunch will be provided. Attendees will be able to attend portions of the day if needed.

10) University Updates

11) Adjournment

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

Next Meeting: Thursday, March 23, 2023 / 1:15 pm – 3:00 pm / STV 401 and Zoom

Running List: Items for Council Meeting with Interim President Tarhule (proposing April 27 Council meeting as a first option)

- How university supports large incoming groups of students (get them to campus and keep them here, persisting to degree)
 - Anticipate ~4,000 incoming freshmen, Fall 2023
- Utilizing classroom space more equitably on Fridays