



Members Present: Amke De Boes, Jeff Helms, Derek O’Connell, Mike Regilio, Amy Secretan, Kara Snyder, Mandy Webster, Kate Weiser, Melissa Ramirez-Osorio

Members Excused: Kate Boutilier, Shannon Darling

Members Joining via Zoom: Marci Rockey, Heidi Verticchio, Derek Story, Wilma Bates, Katy Strzepek, Nikki Brauer

Guests Present: None

Speakers:

1) Approval of Agenda

A motion to approve the agenda was made by Derek O, seconded by Mandy. The agenda was unanimously approved.

2) Approval of Minutes

A motion to approve minutes was made by Kara S, seconded by Kate W. The minutes were unanimously approved.

3) New business

- Agenda items for AP and CS Chairs Meeting with President Tarhule (standing item)
- AP/CS Staff Council Merger Updates (Amy)
 - Derek and Amy met soon after the last AP council meeting to discuss the number of people, structure, and similar Staff Council details.
 - Fewer than 17 suggested minimum with the ability to allow flexibility to have more
 - Keep an odd number for tie-breaker reasons
 - Discussed elections details; example being why/how someone would run for an AP seat or for an open seat
 - Discussed top vote getters are elected to CS/AP specific roles, followed by elected to open seats
 - CS council currently has designated number of seats for each more specific classification, this adds another layer to elections.
 - Comparator institutions all followed our current CS model
 - Discussions led to suspicion that limiting by department/unit instead of job class category
 - There are 150ish number of departments but there would be a lot of different ways to differentiate
 - CS has had similar challenges seating members and engaging
 - A department is considered to be very granular, like TRiO, that falls within a Unit like Enrollment Management
 - A College is equivalent to a Unit to HR
 - CS Council is discussing their representation structure
 - The last Staff Council Merger newsletter was about history and the reasons for wanting the Staff Council

- Historic challenges included senate representation by both groups, difficulty coordinating shared initiatives and events (like Children’s Holiday Party), and cooperation between councils in general
- Councils were most hopeful for better coordinated representation across campus
- The next newsletter will focus on Staff Council structure
- Suggesting CS council also get together to discuss details.
- Suggested a Co-Chairs model for Staff Council.

4) 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 Staff Council Merger Updates (Amy)**

5) Chair Remarks – Amy Secretan

- **Last meeting with Tarhule was brief as Pres.** Tarhule had just broken a tooth and needed medical attention.
- **Amy previously shared the following with AP Council:**

President’s Priorities:

- Fill vacant/interim positions
 - Provost and CP for Academic Affairs
 - VP for Finance and Planning
 - Athletics Director
 - Chief Equity and Inclusion Officer
 - Director OEOA
 - Director, Presidential and Trustee Events
 - Ombuds Person
- Launch Strategic Plan and associated actions
- Secure financing for the College of Engineering
- South Housing residential plan
- Cabinet and Board of Trustee retreats
- Strategies for navigating enrollment and discal threats
- HLC accreditation

Four Areas of Focus: Student Success, Fiscal Sustainability and Resilience, Equity Diversity Inclusion and Belonging, Excellence (SFEE)

- Student Success
 - Access
 - Enrollment
 - Affordability
 - Retention
 - Persistence

- Wellbeing
- Engagement
- Career preparation
- Graduation
- Post-graduation outcome
- Fiscal Sustainability and Resilience
 - Fiscal landscape
 - Budgetary process
 - Compensation
 - Endowment
 - Fiscal stewardship
 - Transparency
 - Facilities, equipment, technology
- Equity, Diversity, Inclusion and Belonging
 - Faculty, staff, student diversity
 - Retention (faculty/staff)
 - Sense of belonging
 - Advancement opportunities
 - Equitable outcomes
 - Destination of choice
- Excellence
 - Academic excellence
 - Human resources
 - Technology and processes
 - Planning and operations
 - Community, alumni engagement, outreach
 - Continuous improvement
 - Ownership/buy-in
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- One topic discussed was also discussed at Senate, so we will leave that for Jeff in Senate report
- Wants to move quickly to fill interim positions
 - Pres wants to do a targeting search for Provost that will include a candidate presentation and open forum
- Election Day Holiday Bill was not intended to include Higher Ed. and is not on the University Holiday Calendar next year
- President is hosting a Cabinet retreat soon
 - Has directed people who are attending to bring their budget needs
 - a. Ex: increased wages for graduate assistants impacting other initiatives
- Office of Equity and Inclusion long terms plans
 - Wants to make appointment permanent then work on other staffing needs
 - Dr. Craig is also invited to the Cabinet retreat
- O’Connell suggest asking Pres. what near future plans/priorities are, areas of growth, staff initiatives, etc. Intentionally being vague to get a big picture answer.
 - Seeking to get a ‘feel’ of Tarhule’s concerns
 - Albrecht has shared in public venues that we are prepared for the next freshman class but we’re hoping for just one year of this
 - Down 17% in deposits form this time last year but timelines for other things like enrollment deposit deadlines makes this not a great comparison
 - Census day is really the only time to know for sure

- Keep focusing on the students that are here
- Consider this as a demographic cliff, not enrollment cliff. This gives an opportunity to attract students that are not our most traditional student
- FAFSA mess impacting a lot of students and their families
 - Western Illinois U went from 24k to 11/12k students
 - A real threat to the way students access a college education
 - Messaging is to be as open and accommodating as possible.

6) Treasurer's Report – Heidi Verticchio

- Our balance is \$1549.30.
- **Thinking about ways to use our budget**

7) Human Resources Report – Derek Story

- **Targeted Search Clarification** – to help clarify the information announced recently about a targeted search of an administrator, [linking policy 3.2.13](#) which lays out the qualifications for targeted search
- **Election Day Holiday** – The holiday law/statute as it stands today does not apply the holiday to ISU – there is a bill in “assignments” that would apply to us (and other universities), but nothing moving yet. Will keep an eye out for changes and update if any other information changes locally to campus
 - Prov encouraged advocacy for voting, praised Center for Civic Engagement efforts
- **Sick Leave Bank** - open enrollment running through April 16th. Deductions (as appropriate) will be after 7/1 based on election and eligibility.
 - Just like in years past, previous elections carry over
- Andy Morgan, Dean of Students, encouraged faculty/staff across campus to come to the development events that he previously emailed about.
 - Being promoted through HR learning & development and Sue Hildebrandt too

8) Representative Reports

- **Awards** – Wilma Bates
 - No report
- **Academic Senate** – Jeff Helms
 - Senate notes available through the Senate website
- **Campus Communications Committee** – Melissa Ramirez-Osorio
 - May 6th draft meeting for May 10th BOT meeting
 - Melissa's last meeting
 - Albrecht will be presenting that morning about plans to address enrollment cliff
- **Foundation** – Heidi Verticchio
 - No report
- **ISU Annuitants Association** – Nikki Brauer
 - No report
 - AP council wishes Barb Dallinger a speedy recovery

9) Committee Reports

- **Elections** – Marci Rockey
 - ~40 votes at this point

- **Programming** – Kara Snyder & Katy Strzepak
 - Amy asked Programming Committee to consider different ways to use budget money now that Provost has taken on the Women in Leadership events and food drives are coordinated by others
 - Looking at collab with Horticultural Center for a seed/plant themed event, anticipating 50 attendees?
- **Communication** – Kara Snyder
 - Kara's term is up this summer, willing to train the next person
 - Next newsletter is next week
- **Scholarship** – Derek O'Connell
 - Quiet for the moment, early in the process, probably no applications, expect them more in April and May
 - Deadline is the first Friday of June
- **Equity, Diversity, and Inclusion Initiatives** – Amy Secretan
 - Engouement to attend the SA speakers next week

10) University Updates

- Tomorrow is the WGSS symposium, Melissa is moderating a panel of students
- Fiesta Latina annual celebration is tomorrow
- ISU Research Symposium is tomorrow
- Question about FLSA and current state around exemptions and salary
 - HR is currently following FLSA guidance through multiple channels (CUPA, SHRM, Government Relations, etc.). This will include information on exempt/non-exempt threshold (still not officially posted as final)
 - Timeline is roughly that this year we will know the final regulations and have time to review and implement (hoping in the next few months) - there are a few regulations that FLSA handles, and one of these is the exempt/non-exempt threshold. There are other parts of this as well (independent worker/contractor status, highly compensated threshold, etc.)
 - Evaluating impact can also mean looking at legal opinions and papers that talk about specific functions of the position/job and whether it is included in the legislation (there are some carve-outs for example of some K-12 type professions and opinions on others like coaching)
 - The legislation is expected on the minimum dollar threshold (there is also a "duties test" for exemption) to be based on annual and weekly earnings. Our office is examining this in a way that allows us to look at monthly earnings and formulaic-ly calculate and monitor.
 - Current opinion is likely to put the annual threshold around \$60,209...but again, waiting for final ruling and issuance of guidance.
- HLC survey is available for 3.5ish more days for students to complete

11) Adjournment

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