



Members Present: Kate Boutilier, Shannon Darling, Amke De Boes, Daniel Freburg, Geno Hampton, Mike Regilio, Amy Secretan, Katy Strzepek, Heidi Verticchio, Kate Weiser

Members Excused: Nikki Brauer, Jeff Helms, Derek O'Connell

Members Joining via Zoom: Paisley Hartman, Melissa Ramirez-Osorio, Marci Rockey, Kara Snyder, Derek Story, Mandy Webster

Guests Present:

Speakers:

1) Approval of Agenda

A motion to approve the agenda was made by Shannon Darling, seconded by Amke De Boes. The agenda was unanimously approved.

2) Approval of Minutes (5/23/24 & 6/13/24)

A motion to approve the minutes from 5/23/24 was made by Kate Weiser, seconded by Heidi Verticchio. A motion to approve the minutes from 6/13/24 was made by Mike Regilio, seconded by Heidi Verticchio.

3) New business

- **Agenda items for AP and CS Chairs Meeting with President Tarhule (standing item)**
 - Amy last met with President Tarhule in June. He is aware of the concerns associated with large incoming class. Provost Yazedjian is working Chairs and Directors that are experiencing significant increases in numbers to ensure that they have the staff and course availability needed to meet demand.
 - The following were discussed for future agenda items:
 - Lower numbers of students with accommodations through SAAS
 - This may be an Expo problem and due to changes in Preview schedule
 - Kate W. and Amy will share concerns with Preview planning team
 - Non-compliance in vaccinations (can lead to registration hold and have financial implications for students)
 - Construction across campus
 - Parking (student, commuter lots)
- **Executive Board Elections (Marci and Kate)**
 - Nominations for Executive Board (Chair, Vice-Chair, Secretary, Treasurer) will open Friday, July 26. Please watch for an email from Marci with more details. Nominations will be accepted via email; self-nominations are welcome.
 - Marci will reach out to all nominees prior to moving forward with elections process. Elections will take open early August via Microsoft Form. New Executive Board will begin at Thursday, August 8 meeting.
 - Please contact members of Executive Board with questions about the roles or to learn more.

- **Welcome New Member: Daniel Freburg! (All)**

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 Council Merger

5) **Chair Remarks** – Amy Secretan

Action teams have been assembled to develop goals and action items relating to the university's new Strategic Plan. Several members of Council are participating.

6) **Treasurer's Report** – Heidi Verticchio

Balance is \$2,000.

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

- **Tuition Waiver Forms** open and available for dependent waiver submission
- **Personal Plus Time** - updated balances for applicable employment groups
- **Updates to Policy 3.1.25, 3.1.5, 3.2.5** - Payout and transfer of benefits. Clarification on escrow benefits and payable benefits for employees who separate from a position that is vacation-accruing but remain employed at ISU
- **Leadership Certificate 24-25** - Human Resources Learning and Development is seeking interested faculty and staff that would like to participate in the leadership certificate program for the 2024-25 academic year. Reach out to cabree@ilstu.edu
- **Executive Search Services** - OEOA Director/AVP Comptroller both posted. Dean College of Education seeking search committee members currently

8) **Representative Reports**

- **Awards** – TBD
We are actively looking for a new Awards Representative. The work takes place early in the fall semester, so would like to have someone in place sooner rather than later. This committee supports the selection of staff awards presented during Founder's Day celebrations. Please contact Amy with questions or to learn more.
- **Academic Senate** – Jeff Helms – **No Report**
- **Campus Communications Committee** – Melissa Ramirez-Osorio, *Geno Hampton (incoming)*
Geno transitioning into role. Meeting tomorrow morning to review letter for next BOT meeting. Martha will be reading the letter. The next BOT meeting will be held Friday, August 2 beginning at 8 a.m. in the Old Main Room of the Bone Student Center. (There will be no Discussion Hour.)
- **Foundation** – Heidi Verticchio – **No Report**
- **ISU Annuitants Association** – Nikki Brauer – **No Report**

9) **Committee Reports**

- **Merger Working Group** – Amy Secretan & Derek O'Connell
Will meet next in August; next newsletter will be coming out then as well. Amy will speak with new chair of CS Council, Justin Lawson, Housing, about updates.
- **Elections** – Marci Rockey
See **New Business**.
- **Programming** – Kara Snyder & Katy Strzepek – **No Report**

- **Communication** – Kara Snyder, Mandy Webster (incoming)
August Spotlight is ready. Newsletter will be sent out in August. Please send requests for future newsletters to Mandy.
- **Scholarship** – Derek O'Connell
The scholarship winners are Fenix Perkins (A/P parent/guardian Donna Perkins), Jenna Smith (A/P parent/guardian Ryan Smith), Caleb Baxter (A/P parent/guardian Megan Baxter), and Ella Woodruff (A/P parent/guardian Aaron Woodruff). Since only four awards were distributed this time, each will receive an award of \$1,250. The winners have been notified, and once I receive information and photos of the winners I will work with the Communications chair at that time to put up a news article.

There were some changes to the system for submitting scholarships that I had to handle on my end, but those are sorted out and I've updated our process documentation accordingly.

Normally the committee does not meet during the Fall semester, but it may reform early this upcoming year to consider whether further changes should be made to the scholarship process.

- **Equity, Diversity, and Inclusion Initiatives** – Amy Secretan
Thank you to Amke and Katy for their work to make our Constitution more inclusive. Thank you to Mike for the suggestion. Amy will make sure updates are in place and ready to be shared on our website.

10) University Updates

11) Adjournment

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

Next Meeting: Thursday, August 8, 2024 / Zoom or DeGarmo 551 (note new location and Zoom link for Fall 2024 meetings)

Join Zoom Meeting

<https://illinoisstate.zoom.us/j/94476606065>