



Members Present: Kate Boutilier, Amke De Boes, Derek O'Connell, Amy Secretan, Heidi Verticchio

Members Excused: Wilma Bates, Sheri Bettis

Members Joining via Zoom: Nikki Brauer, Jeff Helms, Shannon Darling, Melissa Ramirez-Osorio, Mike Regilio, Kara Snyder, Derek Story, Katy Strzepek, Mandy Webster, Kate Weiser

Guests Present:

Speakers:

1) Approval of Agenda

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

2) Approval of Minutes

A motion to approve the minutes was made by Heidi Verticchio, seconded by Derek O'Connell. The minutes were unanimously approved.

3) New business

- **Seating of New Executive Board (Amy)**
Previous Executive Board will continue for the upcoming year. Congratulations to Heidi, Kate, Mike, and Amy. Thank you for your commitment and willingness to serve!
- **Appointment of AP Representative to Parking Advisory Committee (Amy)**
Currently, Cara Boester and Mike Regilio serve as our AP representatives on Parking Advisory Committee. Cara's term has expired and we voted to reappoint her for another one-year term. Amy will notify Cara.
- **Call for Committee Chair & Membership, 2023-2024 (Amy)**
Amy presented an official call to join committees. Committees include Elections, Scholarship, Communication, Programming, and EDI. There was an overview of each committee. All are happy to welcome additional members! Some committees function better with more members; others are more specialized. Time commitment can vary (Elections and Scholarship are more time-specific). If you are interested in joining or chairing a committee, or have questions, please feel free to reach out to current chairs or committee members.
- **Agenda items for AP and CS Chairs Meeting with President Tarhule (standing item)**
Amy will reach out after today's meeting to discuss scheduling meetings for Fall 2023. Please let Amy know of any items you want to add. One recent example is a mentoring program for staff.
- **Capital Planning Budget Team Updates (Derek O.)**
Campus representatives and senior administrators meet once a year as part of shared governance process and vote to approve university's capital budget plan. Capital budget (what are you building?) and capital renewal (what are you going to fix?). Derek will post the PowerPoint presentation on Teams for internal review & discussion only.
- **Academic Affairs Symposium (Heidi)**
Heidi participated in a Staff Success panel at last week's Academic Affairs Symposium. Danielle Miller-Schuster and Janice Bonneville also served as panelists. Sessions went well. Lots of good questions and people were engaged. Next steps are for Janice and Danielle to meet with Sue Hildebrandt to determine how we can use feedback to develop something more holistically across the university. Sue and Danielle will report back to Academic Affairs and Student Affairs, respectively.

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

Staff Council Merger: We are in stages of finalizing draft of the letter that will go to Executive Board of Academic Senate. Special thanks to Derek O. who made edits to the letter and others from AP and CS Councils for their work. We will need to submit letter by next week in order for it to be included at the first meeting of the academic year. Amy will keep us posted.

6) Treasurer's Report – Heidi Verticchio

Balance is \$2,000.

7) Human Resources Report – Derek Story

Remote Work - the form for Remote Work is back online. We still have a great deal of participation in both this and Flex. Reminder to submit forms if you have an "off-book" agreement. This data helps support keeping the program in place and helps with compliance on audits

Learning - August calendar distributed to Deans Directors and Dept Heads. This included a August "bite-sized learning" calendar from LinkedIn Learning (less than 5 minutes per day - also attached). This is also available at hr.ilstu.edu/programming. Soon to be for fall: The Leadership Development Certificate Program features in-person training sessions and self-paced eLearning courses designed to impact your personal and professional growth. All Illinois State University Employees are eligible for participation and have one academic year to complete the certificate program requirements.

8) Representative Reports

- **Awards** – Wilma Bates – No Report
- **Academic Senate** – Jeff Helms – No Report
- **Campus Communications Committee** – Melissa Ramirez-Osorio
Attended BOT meeting on July 28 and presented our letter on behalf of CCC. CCC hosted the Coffee Hour prior to the meeting. Dave Marple, Director of Risk Management, and Adam McCrary, Director of Environmental Health and Safety presented on updates to policy 5.1.8 Bikes, Skateboards, Scooters, and other Recreation and Transportation Devices. Attached is the letter that was presented (will be posted to Teams)
- **Foundation** – Heidi Verticchio – No Report
- **ISU Annuitants Association** – Heidi Verticchio
No longer able to continue as representative. Will need new ISUAA representative for upcoming year if we wish to continue. Nikki is willing to serve in this role. Discussed implications of AP and CS representatives once we merge. Heidi will email Barb and copy Nikki to move forward.

9) Committee Reports

- **Elections** – Kate Boutilier
Completed election process for Executive Board positions. Will need new Election Chair for upcoming year.
- **Programming** – Katy Strzepek and Kara Snyder – No Report
Katy/Kara connecting to discuss fall programming. Send topics/ideas to Kara. Happy to welcome new committee members!
- **Communication** – Kara Snyder
Send ideas/topics for upcoming newsletters to Kara. Following up with new members to be featured in monthly spotlight.
- **Scholarship** – Derek O'Connell
Everything has been confirmed and settled. This year's recipients are as follow. Each received \$1,000 scholarships. We had more applicants this year and a mix of previous recipients and new applicants. Derek has received confirmation and a photo from recipient. Details will be featured in next newsletter and a News article.
 - Roxanna Dew, student of Gina Dew
 - Charlie Jackson, student of Linda Clemmons
 - Sawyer Schoon, student of Kelly Schoon
 - Joseph Tulley, student of Janet Tulley
 - Ella Woodruff, student of Aaron Woodruff
- **Equity, Diversity, and Inclusion Initiatives** – Amy Secretan – No Report

10) University Updates

11) Adjournment

A motion to adjourn the meeting was made by Nikki Brauer, seconded by Kara Snyder. The motion was unanimously approved.

Next Meeting: Thursday, August 24, 2023 / Zoom or STV 140