



Members Present: Megan McCann, Amelia Noël-Elkins, Derek O’Connell, Melissa Ramirez-Osorio, Mike Regilio, Kara Snyder, Derek Story, Katy Strzepek

Members Excused: Kate Boutilier, Chelley Jackson

Members Joining via Zoom: Nora Atkins, Megan Baxter, Elizabeth Chupp, Derrek Drenckpohl, Troy Hinkel, Terry Jackson, Emily Nafziger, Tal Parmenter, Amy Secretan

Guests Present:

Speakers:

1) **Approval of Agenda**

- Motioned by Mike, second by Megan M. Motion was unanimously approved.

2) **Approval of Minutes**

- Motioned by Megan M., second by Katy. Motion was unanimously approved.

3) **New business**

- Welcome to New Members & Member Introductions (All)
 - Derek O set the stage for our current and ongoing projects for new members. Brief intro of conversation about unified staff council. Derek gave an overview of AP Council roles and duties, and why we exist. Members took turns sharing some details about themselves, including what roles they hold (departmental and on council), and why they joined council.
- Discussion of AP-CS Council Merger Proposal (All)
 - This was set to be discussed as time permitted. Time did not permit, and discussion will resume at next meeting.

4) **Old business (2021-2022 List)**

Brainstorming Topics List (On-going)

- Improve communication efforts to APs on campus
- Increase visibility of APs on campus
- Increase representation on Senate
- Monitor HR updates related to AP transitions
- Continue AP engagement/programming
- Remote Work Policy / Workplace Flexibility
- Create space, opportunities, and programming to discuss and generate ideas regarding Equity, Diversity, and Inclusion
- Develop annual survey for APs and communicate out efforts taken on actionable items
- Discussion about Future Partnerships with CS Council

5) **Chair Remarks** – Derek O’Connell

- Derek O gave an overview of ongoing “old business” topics and how we utilize that list to guide our council agendas. He also gave a more in-depth overview of the Chair role and what is involved in the running of the council, a brief list of topics we have discussed this past year, some things Council has been asked to be involved in (search committees, input from President). Also mentioned that committee and representative descriptions are available on AP Council website. For his actual remarks, Derek had nothing new to report.

6) **Treasurer’s Report** – Amy Secretan

- Order is in progress for the departing members thank you plaques, no final invoice has been received so our balance has not changed.

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

- **Benefits Choice/Open Enrollment** - May 1 - May 31. Link can be found in iPeople under "Benefits" to see current benefits and launch to the state's portal. Article [here](#) that indicates where to go for more information.
- **Supervisor Training (staff) framework** expected fall 2022 - likely more to be announced in the summer about strategy, methodology, delivery and content.
- **Search Advocate Training** - dates still have availability for signup on the HR [site here](#).

8) Representative Reports

- **Awards** – Chelley Jackson
 - Chelley was not present, Derek O gave a quick overview of the role for this representative, most work occurs in the fall.
 - Question was posed by Derek S. – if a member is being considered for an award (or has a dependent being considered), should they recuse themselves from being involved in the process that reviews those applications? Nothing in the constitution preventing it, but the recommendation is to not volunteer to serve on that committee. Discussions about winners usually happens only within the subcommittee, so deliberations and details do not go to the council at large.
- **Academic Senate** – Amelia Noël-Elkins
 - Amelia was unable to make last week's Senate meeting, Heidi attended in her place. See Heidi's Senate notes.
 - Amelia gave a brief overview of her role as AP rep on Senate. Our rep serves on Planning and Finance committee, but we do not have representation on other committees which do have input on issues that affect AP employees, this is something that can be explored further as our discussions on merging councils continue.
 - Megan M asked about the letter which was submitted requesting additional AP representation – letter was referred to Rules committee, constitution of the university issue, if councils are going to be merged the constitution of the university have to be addressed at that point, then have to have conversation about representation on Senate.
- **Campus Communications Committee** – Liz Chupp
 - Liz – group of shared governance, group brainstorms what to share with Board of Trustees, draft and revise letter, and present at quarterly BOT meetings. The responsibility of writing and presenting the letters rotates, all members are still involved in the review of the letter and development of content.
 - Most recent meeting Friday 5/6/22 letter presented at BOT meeting, seemed to be well received. Next quarterly meeting in July, will bring in new CCC rep to attend that meeting.
 - Megan B asked if input is sought from AP Council for the content of the letter – yes, ideas are sought, sometimes topics are brought to council for feedback, and sometimes topics come from the Council. Drafts of the letter are not shared prior to the meeting, but copy is posted on the website after the BOT meetings for public to see.
 - Something to consider for the future as we think about a unified staff council, if we follow the current structure of two AP and two CS members on that committee, is four members too much, would it be better with fewer members.
- **Foundation** – Emily Nafziger
 - Emily – elected position, created when Ewing family wanted to give the manor to the university, foundation was created as a nonprofit to manage those types of assets, works closely with Advancement, board meets four times a year. Emily currently served on a committee, which are assigned, has been assigned to Ewing Advisory Committee for past three years, have separate meetings.
 - Nothing to report for today's meeting, next meeting in June.
- **ISU Annuity Association** – Tal Parmenter
 - Tal – university chapter of state university annuities association, purpose is to advocate for employees and annuitants. ISUAA board decided they wanted more representation from current

employees, invited AP Council to elect member to serve, voting position, keeps on top of what's happening with public policies, developments that might impact employees.

- A reminder that Tal will be rolling off in August, new member has to be elected and an enrolled member of ISUAA to serve in this role.
- No report – meeting happened yesterday but Tal was unable to attend, will give report at next meeting.

9) Committee Reports

- **Elections** – Derrek Drenckpohl
 - Derrek – running yearly elections of AP members, also involved with internal elections, works with different areas to make it all happen.
 - No report.
 - Note from Derrek that merger to staff council will impact this role and process in the future.
- **Programming** – TBD
 - Does not currently have a chair, Liz gave some background – coordinates programming for AP and CS employees, events have included professional development, social, and service. During Covid we did virtual programming which was well attended, this year we did mix of virtual and in person. Megan added some comments related to the Children's Holiday Party as we were heavily involved in that with CS council.
- **Communication** – Kate Boutilier
 - **Clarification:** Kate currently serves as Secretary and Communication Chair. Responsibilities for both positions are addressed here.
 - Derek O – **Secretary:** this role is a member of Exec board, creating the agenda, taking minutes during meetings. **Communication Chair:** creates monthly AP newsletter, news stories, promotional things, website content working with webmaster, AP spotlights.
 - May newsletter will be published week of May 30. Please let Kate know if there's anything you would like included/linked. Will be highlighting new Council members as member spotlights throughout summer.
- **Scholarship** – Derek O'Connell
 - Derek – Spring semester, call for applications, work with communications members to get the word out, children of current or former ISU AP employees are eligible. Committee members review applications, get a set amount each year \$5000, committee decides how to allocate. Chair of the committee sends applications to reviewers, based on results of evaluations might be able to make decisions without a meeting, if a meeting is needed will coordinate that
 - Application period is ongoing, several received so far. Deadline is first week of June, expect the bulk to come in near the deadline.
- **Equity, Diversity, and Inclusion Initiatives** – Amy Secretan
 - No report.

10) University Updates

- Derek S – Central login will look slightly different after 5/18.

11) Adjournment

- Motioned by Emily, second by Amelia. Motion was unanimously approved.

Next Meeting: Thursday, May 26th, 2022 / 1:15 pm – 3:00 pm / STV 401 and Zoom

New Council member terms begin in May 2022; attendance is optional through August 2022!

Respectfully Submitted:

Amy Secretan
5/12/22

