



Members Present: Kate Boutilier, Elizabeth Chupp, Troy Hinkel, Chelley Jackson, Terry Jackson, Megan McCann, Emily Nafziger, Amelia Noël-Elkins, Derek O'Connell, Tal Parmenter, Mike Regilio, Amy Secretan, Kara Snyder, Derek Story, Katy Strzepek

Members Excused: Nora Atkins, Wilma Bates, Megan Baxter, Sarah Dolan, Derrek Drenckpohl, Melissa Ramirez-Osorio, Trevor Rogneby, Heidi Verticchio, Kate Weiser

Guests Present:

Speakers:

1) Approval of Agenda

A motion to approve the agenda was made by Kara, seconded by Katy. The agenda was unanimously approved.

2) Approval of Minutes

A motion to approve the minutes was made by Tal, seconded by Amy. The minutes were unanimously approved.

3) New business

- **Executive Board Nominations (Liz)**

Nominations will open after today's meeting for the Executive Board for 2022-2023 and will be due Friday, July 22. Nominations are being accepted for the following positions: Chair, Vice Chair, Secretary, and Treasurer, all of which will be one-year terms. Please contact Liz if you would like to learn more about any of the positions. Council members can self-nominate or can nominate another Council member. Elections will take place August 1-5 and will be facilitated electronically. All Council members – incoming, outgoing, and continuing – will be eligible to vote. Following the election, Liz will tally the votes and reach out to the winners to see if they are willing and able to serve. The new Executive Board will be announced and installed at the August 11 meeting.

- **AP/CS Merger Discussion – First Part Wrap-Up (All)**

CS Council has reviewed the proposal as well as our suggestions and believe that the proposal should go back to the working group to incorporate these changes.

Derek noted a few areas of focus that need to be addressed during today's meeting. Liz facilitated discussion in Derek's absence. Discussion/votes are in bold:

- Representation on Campus Communication Committee
 - Currently, 4 representatives serve on this committee (2 AP and 2 CS)
 - **Tal motioned to maintain representation of 4 to serve on this committee, with at least 1 designated AP and 1 designated CS. Chelley seconded the motion, and the motion carried.**
- CS Council feedback on Constitutional amendment process (CS and AP Council processes were different)
 - Amendment processes differ for AP and CS Councils; language in proposal was modeled after AP Council practices
 - **Council discussed revising after new working group has reviewed (there are 2 new CS members on working group)**
- Voting privileges of Chair (Executive Board and Council itself)
 - **Terry motioned to remove this language from the proposal. Troy seconded, and motion carried.**
- Determine next steps
 - Discussed general recommendations; formal vote was not necessary
 - Terry summarized next steps based on discussions within working group; order TBD
 - CS Council meets next week and will review proposal

- Working group will reconvene and incorporate suggestions from both Councils
- After agreement from both Councils, makes sense to draft a Constitution
- Eventually, will need review and formal vote by staff
 - Discussed Q&A sessions, coffee hours, etc., sharing drafts for review and for staff to respond to
- Make additional groups aware (President Kinzy, Board of Trustees, Academic Senate, particularly in light of recent discussions about representation on Academic Senate)
- Formal vote by staff to approve merger and adopt Constitution (step prior to Board of Trustees, since this will require updates to ISU Constitution)

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

Meeting with President Kinzy: COVID testing efforts on campus have been scaled back and will now be offered to those that are unvaccinated or who do not have completed vaccination records on file. *(Note: New updates on testing were released by the university the day after our meeting).*

Expecting more pilots for flex work and seeing how different options go and how different Divisions move forward.

Committee that facilitated staff survey received survey results at end of June. No additional information at this time of when information will be made available and/or how much. Amelia shared an update on the process pertaining to Division of Academic Affairs. Derek clarified with President Kinzy that the committee members were staff and/or appointed by VPs. Please let Derek know if there are any specific issues or questions you would like him to address during upcoming meetings with President Kinzy.

Capital Planning & Budget Committee: Derek attended recent committee meeting and learned about major upcoming capital requests. These included Wonsook Kim College of Fine Arts, College of Engineering, Mennonite College of Nursing, Metcalf School, University High School, and Williams Hall.

6) Treasurer’s Report – Amy Secretan

Happy New Fiscal Year! Our current balance is \$2,000.

7) Human Resources Report – Derek Story

Employee COVID Testing - University learned that Executive Order 2021-22 was modified to rescind vaccination and testing requirements for Higher Education, but does still have in provisions for healthcare settings and K-12 Personnel - expected university-wide communication and information on how this impacts campus community 7/14-7/15

Supervisor Training - Discussion on Leader/Supervisor trainings/learning opportunities continue. Expected slate of learning opportunities focused on this topic to be released in fall semester

8) Representative Reports

- Awards – Chelley Jackson – No Report

- **Academic Senate** – Amelia Noël-Elkins – No Report
- **Campus Communications Committee** – Liz Chupp
The Board of Trustees will meet next on Friday, July 22. The meeting will be open to the public and will be livestreamed on YouTube. Liz will post meeting information & details to Teams closer to. The Campus Communications Committee met recently to brainstorm ideas and content for the letter and are currently drafting the letter for presentation to the Board. CS will be writing and presenting the letter.
- **Foundation** – Emily Nafziger
See attached notes from Emily.
- **ISU Annuitants Association** – Tal Parmenter
Held director and officer elections in June. Will be holding a fall breakfast on September 14 and a board meeting on September 21. Would like to have a new representative appointed so that they are able to participate in these events. Will be holding a membership drive and will connect with Derek to be added to a distribution list so they are aware of retirees.

9) Committee Reports

- **Elections** – Derrek Drenckpohl – No Report
- **Programming** – TBD – No Report
- **Communication** – Kate Boutilier
Kara Snyder will be serving as Communication Chair beginning next month after August 11 meeting. Next newsletter will be published end of August.
- **Scholarship** – Derek O'Connell
Committee selected winners, and Derek is waiting to hear back from all of the winners.
- **Equity, Diversity, and Inclusion Initiatives** – Amy Secretan – No Report

10) University Updates

11) Adjournment

A motion to adjourn the meeting was made by Emily, seconded by Megan. The motion was unanimously approved.

Next Meeting: Thursday, August 11, 2022 / 1:15 pm – 3:00 pm / **DEG 551** and Zoom

At August 11 meeting, we will recognize departing Council members and install new Executive Board.

Respectfully Submitted:

Kate Boutilier

7/14/22