

**ADMINISTRATIVE/PROFESSIONAL STAFF COUNCIL**  
**2017-2018 Meeting Minutes**  
**July 19, 2017**

1. The meeting was called to order at 1:00 p.m. by Chair Rod Sievers.

2. **ROLL CALL**

Members Present: Jamie Conley-Holt, Kathy Elson, Jeff Franklin, Kevin Kendrick, Aimee Lemrise, Cristina Pisoni, Kim Sanders, Rod Sievers, Matt Sronkoski, Melinda Yeomans

Member Absent with Proxy: Brad Dillard (Rod Sievers proxy), Carly James (Gabby Kalil proxy), Jeff Reece (Matt Sronkoski proxy), Jasmine Winters (Kathy Elson proxy)

Members Absent: Todd Bryson, Jawana Green, Casey Loman, Cordy Love

Visitors: Renee Colombo, Human Resources

3. **MINUTES**

The minutes from the June meetings were presented for approval. M. Yeomans made a motion to approve the minutes as presented, seconded by K. Elson. Minutes approved unanimously by voice vote.

4. **ADOPTION OF MEETING AGENDA**

K. Kendrick made a motion to accept the meeting agenda, seconded by C. Pisoni. Agenda adopted unanimously by voice vote.

5. **REPORTS**

**5.1 Chair**

R. Sievers reported that there will be a Constituency Heads meeting sometime in the first week of August.

**5.2 Board of Trustees**

R. Sievers reviewed the report provided by T. Bryson. ([Attachment A](#))

**5.3 Human Resources**

R. Colombo reported that HR is in the process of transitioning to the online hiring system called Hire Touch; positions are gradually being rolled out on the website; business offices have been receiving training since June; other offices on campus will be trained as well; as time permits, there will be training videos.

M. Yeomans asked what the policy is on someone getting appointed to a position without a search being done. R. Colombo answered by saying there would have to be a search waiver from the Affirmative Action office; if the position is within two reporting lines of the chancellor, it does not go through HR, but still has to go through Affirmative Action.

M. Sronkoski asked if there is any uniformity in which the way searches are done; search committees spend a lot of time and effort and go through all the steps to make a recommendation then someone completely different is hired; should there not be a formal explanation as to why the finalists were not chosen.

R. Sievers responded by saying that the search committee does not make a recommendation, they present the unranked names as finalists and recommended that it be followed up on.

M. Yeomans suggested that M. Sronkoski get in touch with Tabitha Stone; she has trained previous search committees on how to do a complete and thorough search.

J. Conley-Holt asked if student jobs are going to go through Hire Touch as well. R. Colombo said those offices have yet to complete training and send a position through Hire Touch; those positions won't be on there this fall, but they will eventually.

J. Conley-Holt asked if student workers have to go through Hire Touch. R. Colombo replied by saying that they will have to go through the financial aid office; how it is rolled out will be up to them.

#### **5.4 Representative to University Committees**

Diversity Committee – C. Pisoni reported that the committee has not met; the co-chairs of the committee are going to meet with Chancellor Montemagno sometime during the week of August 22-25 to get his input on moving forward.

#### **5.5 Standing Committees**

##### **5.5a Executive Committee**

No report

##### **5.5b Election Committee**

J. Conley-Holt reported that the call for nominations has went out for the vacancies in Sectors 4 and 5; we are needing more nominations for both sectors.

##### **5.5c Committee on Committee**

J. Green submitted a report. ([Attachment B](#))

##### **5.5d Constituency Relations**

No report

##### **5.5e Operating Paper**

No report

##### **5.5f Staff Benefits**

M. Sronkoski reported that the committee met and spoke what issues it will address this year; the committee is also asking for input about what issues the Council would like them to pursue as well.

##### **5.5g Staff Welfare**

M. Yeomans stated that the committee is still in the process of rewriting the grievance policy for AP staff; it has been a joint effort with the Operating Paper Committee; also pursuing a joint constituency meeting or gathering; the committee will also be looking in to making it possible for AP staff to receive at least a 30 day notice when their term contract is up.

#### **6. Old Business**

None

#### **7. New Business**

The Council agreed to have the August meeting moved up to August 9. The Expanded Executive Committee will decide on a meeting day/time via email. The Council agreed to discuss Happy Hour dates/times at the September meeting. G. Kalil commented that the Happy Hour is a very good idea; it helped her meet new people when she first started working at SIU.

**8. Announcements**

AP Council group picture September 20.

**9. Adjournment**

C. Pisoni made a motion to adjourn, seconded by A. Lemrise. Meeting adjourned.