

2023-2024 Administrative & Professional Staff Council
Wednesday, May 15, 2024
1:30 P.M.
Teams meeting

I. Call to Order

The May meeting was called to order by Chair Todd Bryson.

II. Roll Call and Announcement of Proxies

Members Present: Todd Bryson, Jeff Franklin, Tarnisha Green, Caleb Hale, Carly Holtkamp, Laura Morgan, Layla Murphy, Josi Rawls, Elyse Weller, Jasmine Winters, Lilia Angel-Post, Tena Bennett

Members Absent: Amy Eaton, Rachel Frazier (Proxy Elyse Weller), Peter Lucas (Proxy Josi Rawls), Rita Medina

Guest: Melissa Laake

III. Adoption of Meeting Minutes

Motion: L. Morgan

Second: J. Rawls

The minutes from 4/17/24 were approved as presented.

IV. Adoption of Meeting Agenda

Motion: J. Winters

Second: E. Weller

The agenda for today's meeting was approved as presented.

V. Guest Speaker: (none)

VI. Reports

- A. Chair – T. Bryson stated we met with the company, CBIZ, on May 2, 2024 for the compensation project. This will possibly be a one-year project. They are going to ask us in the summer to do a survey about our job responsibilities. You are to put everything you do with your job on the survey. Regarding the SIU System Staff Advisory Council, we have been using Dave Heth for our trainings for the past two years and everyone seems to like him. However, because it was a multi-year situation and went over \$100k, we had a meeting with procurement yesterday. He has done the first and second module, and now we would like him to do the third module. We're working on having leadership training in the fall and spring. SIU School of Medicine has signed back on to do more training.
- B. Representative to University Committees – T. Bryson asked if anyone has been on any search committees. L. Morgan gave an update for the Associate Provost for Student Success. We're meeting today to cut down on the first round. There may be 10 or so virtual interviews. There will be in-person interviews either the first or third week of June for the top three candidates. This is a recommendation committee, not a selection committee. E. Weller stated she is on the Traffic & Parking Ticket Appeal Committee and that no one was approved. Everybody had to pay their tickets. T. Bennett stated she and J. Rawls serve on Traffic and Parking for AP. There was discussion about the parking situation for the welcome center. There is no increase for parking stickers. They meet once per semester. Regarding the project in front of the Student Center (the island),

J. Rawls stated that they will put off a vote until fall, but work can't start until summer, because the traffic flow has to be next to nothing. Next summer is the earliest that construction will happen. T. Bryson stated he was added to the Equity and Compliance Rights and Responsibilities Specialists. They're adding one more investigator. We just received notification today and it ends on May 31st. We'll start reviewing applications.

C. Standing Committees

1. Executive Committee – (did not meet)
2. Committee on Committees – E. Weller stated we have not assigned anything to anyone.
3. Constituency Relations – J. Winters stated we had our spring luncheon on May 1, 2024. We had 39 people participate, Coach Nagy was able to come and present, and Kathy Elson gave a speech.
4. Operating Paper – (no report)
5. Staff Benefits & Welfare – L. Morgan stated we are continuing to look over policies on compensation. She is in conversation with Nick about how policies are written, what constitutes as a promotion versus a within salary increase, etc. As far as reevaluating the position description, it is required every three years, but it can happen at any time. It can be initiated by the employee or any of the supervisors above them. Merit pay was discussed. It is in the policy, but there is no longer a form that could be found.

VII. Old Business – (none)

VIII. New Business – (none)

IX. Adjournment

Motion: - J. Rawls

Second: - T. Bennett