

ISU Staff Council Meeting

Date: Tuesday, August 11, 2026

Meeting location: DeGarmo Hall room 551 and on Zoom at

<https://illinoisstate.zoom.us/j/88622098748>

Meeting format adapted from Roberts Rules of Order (Standard Order of Business, <https://robertsrules.org/agenda>). This document was designed to comply with [WCAG 2.1 requirements](#).

1. Call to Order

1.1. Time: Terry Jackson called to order at 12:02 PM

2. Roll Call

2.1. Members Present: Amy Secretan, Terry Jackson, Rachel Waring-Sparks, George Banks, Amke De Boes, Daniel Freburg, Stuart Palmer, Lawson Cassels, Dillon Maher, Rebecca Brown, Monica Elkin, Alicia Lage, Lawrence Lair, Derek O'Connell, Cindy Lotz (ex-officio), Colette Homan (ex-officio), Becky Franz (ex-officio)

2.2. Members Absent: Calvin Ross

3. Action: Approval of Meeting Agenda

3.1. Motion: Derek O'Connell

3.2. Seconded: Amke De Boes

3.3. Vote: Approved

4. Action: Approval of [July 14 Minutes](#)

4.1. Motion: Daniel Freburg

4.2. Seconded: George Banks

4.3. Vote: Approved

5. Co-Chairs's Report

5.1. Recap of meeting with President Tarhule

5.1.1. Discussed institutional budget framework and shared budget videos developed by Glen Nelson and Amanda Hendrix; posted on [VPFP website](#)

5.1.1.1. Suggestion to post on our website and share to our listservs to ensure information accessibility

5.1.1.1.1. Discussion on if and how we are comfortable distributing and endorsing these videos to our constituents

5.1.1.1.2. Is the Division of Finance and Planning intending on sharing these?

5.1.1.1.3. Suggestion to include in August newsletter as an update

- 5.1.1.2. Suggestion to add an agenda item for next meeting to discuss and consider before we share with constituents
- 5.1.1.3. Consensus: Colette will reach out to Glen and Amanda to inquire about how they plan to disseminate these videos; we will tentatively plan to include in the August newsletter; keep as agenda item for next meeting
- 5.1.2. President Tarhule's goals for upcoming year:
 - 5.1.2.1. Space management (main and Campus East)
 - 5.1.2.2. Campus master plan
 - 5.1.2.3. New STEM complex
 - 5.1.2.4. Housing plan: institution believes it is more fiscally responsible to renovate current structures rather than build new structures

5.2. Items for upcoming meeting with President Tarhule

- 5.2.1. Let Amy and Terry know if there are any items we would like addressed in the next meeting with President Tarhule (next Wednesday)

6. Secretary's Report

6.1. Agenda timeline

- 6.1.1. Plan to have agenda on Teams 3 business days prior to meetings; please add reports once the agenda is posted

7. Treasurer's Report

- 7.1. Access to budgets in process!

8. Representative's Reports

8.1. Academic Senate

8.1.1. Senators

- 8.1.1.1. First meeting August 26
- 8.1.1.2. Stuart already added to University Policy Committee Teams site
- 8.1.1.3. Terry will reach out to Kevin to inform them of our liaisons and inquire about next steps

8.1.2. Planning and Finance Committee

8.1.3. Academic Affairs Committee (Rachel Waring-Sparks)

8.1.4. Administrative Affairs and Budget Committee (Daniel Freburg)

8.1.5. University Policy Committee (Stuart Palmer & Amke De Boes)

8.2. Campus Communication (Daniel Freburg, Alicia Lage, Derek O'Connell)

- 8.2.1. [CCC letter 7 24 2026.docx](#)

8.2.2. Met with President Tarhule during the week of the trustee meeting and letter being issued; discussed budget model and decreased enrollment, current construction projects

8.2.3. BoT Coffee Hour: Athletics

8.2.4. Future topics for BoT Coffee Hour:

8.2.4.1. October – progress report on Excellence by Design

8.2.4.2. February – ISU Quad

8.2.4.2.1. Include update on voter engagement from CCE

8.2.4.3. May – TBD

8.3. Employee Advisory (Becky Franz)

8.3.1. SUCSAC Meeting July 22nd and 23rd, held at State Universities Civil Service System office

8.3.2. Advisory Committee notes will be shared with Merit Board

8.3.3. Committee's top three priorities:

8.3.3.1. Open and Continuous Testing

8.3.3.1.1. This process allows qualified applicants to apply and take employment examinations year-round for specific job classifications, regardless of immediate vacancies

8.3.3.1.2. Per Collette, ISU offers this, which adds a candidate to the registry, if someone calls and inquires.

8.3.3.2. Register Maintenance

8.3.3.2.1. There is some inconsistency of register maintenance and persons being removed from registers on certain campuses.

8.3.3.2.2. Per Collette, ISU keeps an open registry for applicable CS positions.

8.3.3.3. Training for HR Professionals

8.3.3.3.1. New HR professionals not being familiar with the Civil Service system is of concern.

8.3.3.3.2. There are inconsistencies between universities.

8.3.3.4. Other questions that came up in discussion:

8.3.3.4.1. What is the justification for Extra Help?

8.3.3.4.2. Who decides if/when an extra help role should be turned into a permanent position?

8.3.4. Next meeting is October 14-15 at EIU

8.3.5. If we have any questions from ISU for these universities, please share with Becky to bring to this group

8.3.6. Discussion of CS career progression and employee testing protocols at ISU; reach out to HR (Colette or Cindy) with questions or clarifications on what classifications require formal testing and how to proceed through this process.

8.3.6.1. Suggestion to write this up as an article for our newsletter to disseminate information; Colette shared that there are already many folks

on the registry; continued discussion of ensuring that this process and information is publicly available given that there is not any public-facing documentation of this process; Colette will take this suggestion back to HR and will communicate back to us when this suggestion is considered and acted upon.

8.3.6.2. This does not apply to AP positions; those positions should be applied for through ISU Jobs as usual. Cindy will share information on this process for AP employees at our next meeting.

8.3.6.3. Suggestion for employee mobility page/information on HR website.

8.4. University Foundation Board

8.5. Annuitants Association

8.6. Team Excellence Award

8.7. Parking and Transportation

8.8. Police Chief Advisory

9. Liaison Reports

9.1. Human Resources

9.1.1. No reports

9.2. Web Manager

10. Standing Committee Reports

10.1. Scholarship

10.2. Awards

10.3. Elections

10.4. Programming and Events

10.5. Communication, Outreach, and Marketing

- Standard articles for newsletter
 - What was included each month in the A/P newsletter?
 - Employee Spotlight (sometimes new folks)
 - Amke will send Dillon previous newsletters to incorporate
 - CS included Years of Service, New Hires, and Tip of the Hat (retirements and promotions)
 - Need to add AP to this data pull and identify what would constitute promotions/reclassifications and consistency for Years of Service; Colette and Cindy will work on this; discussion of seeking consent for folks who may be listed on these newsletters

10.6. Employee Concerns and Well-Being

10.7. Discounts

11. Ad hoc Committee Reports

12. Unfinished Business

12.1. Confirming committee composition

12.1.1. [2026 ISU Staff Council and Roles Interest.xlsx](#)

12.1.1.1. Foundations Committee: unfilled AP position

12.1.1.2. Annuitants: unfilled AP position

12.1.1.3. Team Excellence Award: Co-Chairs of Award Committee; Amke De Boes (AP) and Derek O'Connell (CS)

12.1.1.4. Police Chief Advisory: Amke (AP); Terry and Amy will reach out to Rebecca, Lawson, and Calvin to determine CS rep

12.1.1.5. Scholarship Committee: Dillon (CS) and Amy (AP) co-chair; Derek committee member

12.1.1.6. Elections: Daniel (Chair)

12.1.1.7. Programming and Events: Amke (Chair), Daniel, Lawrence

12.1.1.8. Communications, Outreach, and Marketing: Dillon (Chair), Terry, Lawrence

12.1.1.9. Employee Concerns and Well-Being: Amke (AP Chair), Derek (CS Chair), Rebecca, Terry, Calvin

12.1.1.10. Discounts: Terry (Chair), Lawrence

12.2. Public Comment Discussion

12.2.1. Are we subject to the Open Meetings Act?

12.2.2. Potential ideas:

12.2.2.1. Separate comments section for comments on old business (beginning) or general comments (end)?

13. New Business

13.1. 2026-2027 Goal Setting

13.2. Areas for growth as a combined council

13.3. Taking over Homecoming Campus Decorating Contest?? Thoughts?

14. Announcements

14.1. Pulse of our Constituents

14.2. What's Happening on Campus

14.3. Other announcements

15. Adjournment

15.1. Motion: Derek O'Connell

15.2. Seconded: Rachel Waring-Sparks

