A&P Council Meeting Agenda

January 14, 2020

Members: Rae Joyce Baguilat, John Cahill, Elizabeth Rodriguez, Amie Jatta, Christopher Maxwell, Shreya Patel, Lynette Correa-Velez

I. Call to Order / Approval of Minutes
   a. 12:09 p.m.
   b. Past meeting minutes will be sent to council to be voted on approval virtually

II. Chair’s Report
    a. Administrative Team Meeting
       I. Elizabeth and Amie attended the admin team meeting on 1/13/2020. Updates and presentations were given on search & screen practices. Revisions were made on appendices for documents and materials relevant to the process. Recommendation was made to have finalists conduct background checks before the on-campus interview. Marta from HR stated that gathering information from background checks takes three to seven days to get a response. Felicia Keelan presented on Summer Bridge 2020. 40 spots will be made available for students to reside in the Nest for the summer; financially supported by Title V grant efforts. Emerge will take place June 29th. Google summer program July 20th - August 7th. STP June 29th - August 7th. STP will take place on the El Centro and Main campuses. CCICS will have their own program for students in the summer. The CCICS program will be for continuing, transfer, and new students. Kris Pierre presented on the university’s engagement in communities. Goal is to utilize university resources to provide betterment to the lives of others in Chicago.
       II. Presidential updates - updates on the VP of Finance & Administration will be given soon. Mention of the VP of Student Affairs vacancy was shared. Short-term efforts will be to use The Registry for an interim VP and long-term will be to conduct a national search.
       III. MLK events will begin in El Centro today and Jan 16th at CCIS for the morning keynote speech at 10:00 a.m. - 12:30 p.m.
       IV. Main meeting on Feb. 13th. The President organized a committee to review options for the Nest. Mention of the subsidy payment was shared in the
meeting. To generate excitement and enthusiasm in the Nest, the $2 million will be used to be put towards grants to lower the cost for students to live in the Nest.

V. Enrollment update - online view book for students. Projections for enrollment, 18% ahead of last year’s application. Goal is to create the infrastructure for better enrollment, but it will take time. There is a dip in continuing enrollment. 84% of Fall 2019 freshmen are enrolled in Spring 2020. Focus on freshmen is due to outward reporting to Dept. of Ed.

VI. Legislative update - Feb. 19th a new budget will be addressed to talk about funding levels for state universities.

VII. Climate Study - Focus groups were completed. Survey is being designed from the findings in the focus groups. NEIU Your Voice Counts Feb. 25th to Mar. 30th. Departments can get results from the survey if 35% of the students in that department completes the survey.

VIII. Library update - Students can utilize equipment. Cameras and lights are examples.

IX. Student Life update - N-Spire project. Student organizations and departments have a wooden NEIU ‘N’ to decorate

X. Open house announcements. Mar. 5th CCICS, Mar. 10th El Centro, Feb. 26th Main Campus

XI. Ethics Training - 94% compliance for part 1 and 95% for part 2

XII. Alumni All-Access - Program to do outreach to successful alumni to connect with the alumni office. Feb. 24th.

III. Committee Reports

a. Board of Trustees

I. Amie met with Trustee Eagle. Board wanted to hear her perspective on the president’s performance from shared governance. Things shared were included noting that President Gibson came to the university at a difficult time. Items mentioned to Trustee Eagle were the turnover in A&P employees, partnership with Civil Service, job performance evaluation process, and lack of professional development opportunities. There was also mention about the need to provide services to students that are online students.

b. UPBC
I. Vice presidents are giving their proposals on 1/17. Dr. Lopez gave his proposition before his departure. Suggestion has been made on having VPs present in front of UPBC to share their thoughts and rationale behind their proposal. Discussion on the survey process for selecting priorities about having proposals randomized in the survey to ensure participants review through each proposal in detail. President Gibson appreciated hearing the feedback from A&P Council.

c. UAC
   I. Meeting on 1/17 at 1:00 p.m.

d. Black student Success
   I. Committees have been established to concentrate the work around collaboration, programming, policy, and fundraising.

e. Climate Study
   I. No updates

IV. Old Business

a. BYO Lunch Series
   I. Starting 1/15 in LIB 022. Past efforts centered on providing A&P employees the opportunity to share their thoughts or provide topics and central talking points around an issue.

b. Website Update
   I. Edits are being made at 3:00 p.m. on 1/14

c. Onboarding of A&P
   I. Efforts are on track for the toolkit

d. Civil Service and A&P Mentoring Program Updates
   I. Three applications are in for mentors. There is a need for clarity on the parameters behind who can be a ‘mentor’ and who can be a ‘mentee’. An effort to host a social to have mentors and mentees meet is in the works. Goal for the overall effort is to give staff in both groups to have professional, social, and career development through resources and human capital within NEIU.

e. Grievance Process for A&P Employees & Pay Equity
   I. No updates.

V. New Business

a. Elections for new positions
I. Notice will be given out in May 2020 for nominations. Details on the process were provided by Rae Joyce and further research will be done by Amie through outreach to Devlin Hyna.

VI. Announcements
   a. Next Board meetings
      I. Thursday, January 16 - Main Campus Academic/Student Affairs and Enrollment Management, Committee Meeting
      II. Monday, January 27 - Audit Committee, followed by Finance, Buildings and Grounds Committee
      I. Thursday, February 13 - Board Meeting, Main campus

VII. Adjourn - 1:33 p.m.
   a. Next meeting Tuesday 2/11 at 12 pm in C-330