

## MINUTES

### CLAS Staff Council – Regular Monthly Meeting

Wednesday 10/9/19 – 302 SH

- I. Call to order 11:00 a.m.
- II. Roll call and minutes
  - a. PRESENT: Jenny Britton, Kathy Ford, Mark Fullenkamp, Alaina Hanson, George Hospodarsky, Pattie Kimbrough, Emma Kirk, Kellie Kucera, Julie Ostrem, and Greta Sokoloff; and ex officio members Kayt Conrad and Heather Mineart
  - b. ABSENT: Kari Gates (ex officio) and Jen Knights
  - c. Reading and approval of September regular meeting minutes: Motion by Sokoloff to accept minutes, second by Kucera, unanimously approved
- III. Old business
  - a. Committee updates - none
  - b. External committee work
    - i. Hospodarsky announced that he's on the committee for the associate dean search
    - ii. Kirk announced that she's on the collegiate strategic planning steering committee
    - iii. Mineart announced that she's on an all-staff committee for SWOT for HR
  - c. Discussion of Dean Goddard's visit to CLAS Staff Council in August
    - i. Strategic planning process underway, in SWOT phase
      1. SWOT is Strengths, Opportunities, Weaknesses, Threats
      2. Internal factors influence strengths and weaknesses; external factors influence opportunities and threats
    - ii. Implications of budget changes for departments
    - iii. Timeframe of strategic planning is short
    - iv. Reiterate that CLAS Staff Council may be able to help facilitate communication. Communication around dean's office and budget changes and strategic planning process have been confusing to some.
- IV. New business
  - a. Blake Rupe, former president of College of Engineering Staff Council
    - i. College of Engineering Staff Council background – history/formation, Rupe estimates staff in engineering at about 250
      1. Important contribution – communication through website, email, signage boards
      2. Budget – started with none, then with \$2,000 annually; recently increased to \$8,000 annually based on proposal sent to dean's office based on planned programming (staff appreciation, community outreach, for example)
    - ii. Encouraged non-council member staff to “own” projects
  - b. Jennifer Eimers, staff representative on CLAS committee on Diversity
    - i. Committee created by charge of faculty assembly

- ii. Composition is one undergraduate student, one graduate student, one staff member and ten other voting members are faculty
  - iii. Undergoing name change to Diversity, Equity and Inclusion
  - iv. Undergoing reorganization (discussion of, planning for) with the idea being total number of members to be decreased but the number of staff increased. Proposed changes will have to be reviewed by faculty assembly.
  - v. Eimers' questions for CLAS Staff Council
    - 1. Do we have a diversity, equity, and inclusion sub-committee? At this time we have a representative to UI DEI committee Kathy Ford (?)
    - 2. Do we – staff council – want to work with CLAS DEI committee?  
Consensus seemed to be yes so as to avoid duplicating effort.
  - c. Motion by Hospodarsky that the CLAS Staff Council formally propose to the CLAS DEI committee that number of staff members on CLAS DEI Committee be increased to two and those staff members be appointed by CLAS Staff Council, Fullenkamp second, unanimously approved
- V. Adjourn – 12 p.m.