

MINUTES

CLAS Staff Council – regular monthly meeting

Wednesday 12/11/19 – 302 SH

- I. Call to order – 11:03 a.m. by Pattie Kimbrough
- II. Roll call, minutes approval
 - a. Present: Pattie Kimbrough, Mark Fullenkamp, Jenny Britton, Kellie Kucera, Julie Ostrem, and Greta Sokoloff; and Kayt Conrad, Kari Gates and Heather Mineart, ex officio members.
 - b. Absent: Kathy Ford, Alaina Hanson, George Hospodarsky, Emma Kirk and Jen Knights
 - c. Guest: Lisa Gray
- III. Old Business
 - a. Committee Updates
 - i. Awards: Sokolof – Mary Louise Kelly nominations are done. Planning has started for Staff Recognition.
 - ii. Bylaws: the bylaws committee will send possible changes to the group.
 - iii. Communications: The Council pages are up, with photos, the “CLAS Staff Council” mailbox is functional. Members should contact the committee with any suggested changes. Staff Council is linked under the Dean’s Office on the CLAS main page.
 - iv. DEI: Ford – shared by email info about the proposal to increase the number of staff on the CLAS DEI committee.
 - v. Education: Did not meet
 - vi. Executive: Kimbrough – Exec committee is working on a different agenda format, perhaps with time limits. Heather shared that UI Staff Council has committees report out in writing ahead of time and those reports are shared with the agendas.
 - b. UI Staff Council Updates (Heather Mineart)
 - i. Supervisor training is going well.
 - ii. Catastrophic leave expansion added 1,000 faculty and two staff to eligible employees for catastrophic leave.
 - iii. Phase II is a pool of hours (Board of Regents approved)
- IV. New Business
 - a. Discussion of elections (Lisa Gray)
 - i. Nomination phase will start January 29 and goes for 8 days; ends at midnight Feb 5. Voting phase 2/26 and ends midnight 3/4/2020. You get 3 nominees for each position. Ed Hill runs the voting site for ITS. Lisa shared that the top three vote getters/nominees are on the ballot.
 - ii. Discussion about whether the council is bound by draft bylaws.
 - iii. Discussion about whether the process of nominations can be altered at all for the 2020-2021 election cycle? Conclusion was that there is not enough time to change the by-laws There will be two at-large seats to fill.
 - iv. Motion was made by Britton and seconded by Sokoloff to adopt an election process where everyone who is nominated and accepts the nomination is placed on the ballot of the 2021-2022 year. Motion passed unanimously.

- b. CLAS strategic planning process, update, and discuss feedback from CLAS Staff Council to CLAS Strategic Planning Steering Committee –Kirk was not present to guide this discussion. Kimbrough will forward information about upcoming listening sessions.
 - c. Office of Strat Communications is looking for volunteers for winter commencement. Kimbrough will send out the request to members who can forward it on. Conrad shared that she gives staff in DPA comp time when they volunteer.
- V. Adjourn – 12:05 p.m.

Next meeting – Wednesday 1/8/20 302 SH