

MINUTES

CLAS Staff Council – regular monthly meeting

Wednesday 1/8/20 – 302 SH

- I. Call to order – 11:00 a.m. by Pattie Kimbrough
- II. Roll call, minutes approval
 - a. Present: Jenny Britton, Kathy Ford, Mark Fullenkamp, Alaina Hanson, George Hospodarsky, Pattie Kimbrough, Emma Kirk, Jen Knights, Kellie Kucera, and Julie Ostrem; ex-officio members Kayt Conrad, Kari Gates and Heather Mineart.
 - b. Absent: Greta Sokoloff
- III. New Business
 - a. CLAS strategic planning process – some council members expressed concern about the language used in the SWOT document. A lot of emphasis was placed on “professionalization,” which doesn’t necessarily encompass needs, especially of staff. Also discussed that many items are highly interrelated such as DEI, CLAS and departmental identity, recruitment and retention, etc. Themes that the council recognize and would like highlighted in feedback to the strategic planning steering committee include drafting aspirational goals and community building.
 - b. Meeting length – consensus is to submit committee reports in advance of the meeting in writing. Time needs can be revisited after this change occurs. Likely earliest change would be in June.
 - c. Elections – Kimbrough reported results of consulting recourses (including Lisa Gray) and has been directed to follow MOPP for this election cycle. Adaptations may be made in future election cycles pending finalization/adoption of bylaws. Three seats will be up for election and nominations will open at the end of January. The vacant seat will be filled by the next highest vote getter who accepts. Consensus of council is to target end of May to finalize bylaws.
- IV. Old Business
 - a. Committee Updates
 - i. Awards: review DEO mailing for updates on staff recognition. Gates reminded council that nominations are needed for staff recognition.
 - ii. Bylaws: no meeting during December.
 - iii. Communications: received feedback form submission concerning flex spending at UI and why these funds don’t roll over. Discussion about who is to respond to feedback and what CLAS Staff Council role is in this type of discussion.
 1. Kirk – suggest council consider drafting policy and discussing at future meeting
 2. Mineart - this particular issue may be elevated to UI Staff Council; and/or HR.
 - iv. DEI: reminder that UI DEI celebration is planned for 3/2 and to expect email invite

- v. Education: met and discussed how to make the best use of existing resources with aim towards sharpening staff professional skills as well as how to gather and distribute information.
 - vi. Executive: met to draft January agenda.
- V. Adjourn – 12:00 p.m.