

MINUTES

CLAS Staff Council – regular monthly meeting

Wednesday 6/17/20 – Zoom

- I. Call to order – 11 a.m.
- II. Roll call
 - a. Present: Kathy Ford, Emma Kirk, Jen Knights, Amanda Jensen, Sandy Mast, Julie Ostrem, Pattie Kimbrough, Greta Sokoloff, Mark Fullenkamp, Jeremy Richardson, and George Hospodarsky; ex officio Rebecca Kick and Kari Gates; guest Kerry Tarrant.
 - b. Absent: Heather Mineart.
- III. Kirk motion, Sokoloff second, council unanimously approved 5/13/20 and 5/20/20 minutes.
- IV. Committee Updates
 - a. Awards – At one of the past meetings of the Staff Recognition Committee, it was proposed that all current committee members carry over to the new management of staff recognition with in CLAS Staff Council. The Executive Committee can decide, or the Council can vote on this. I do think it is a good idea to have the overlap because there are a lot of moving parts to the established awards and recognition events. Even in my second year on that committee I would need help getting everything right. We have been working on scheduling and producing a virtual staff recognition event which will be June 24th from 2:00-2:30. A save the date announcement will be going out soon. I had suggested that we should use this event to introduce the council members for the year and we will discuss that at the June meeting. I brought it up to the staff recognition committee and it was well-received. I do not think it is necessary for the bylaws, but the extended awards committee will meet beginning in September and be monthly through the annual event. I think that Council members can use the other months to promote award nominations outside of CLAS and look for other opportunities to acknowledge and reward staff.
 - b. Bylaws – Bylaws published on CLAS Staff Council website.
 - c. Communications – Committee met 6/15/20 to review the CLAS Staff Council website and listed updates that are needed. Changes will be made after June meeting so that committee assignments can be updated. Also discussed drafting a message – either to distribute to CLAS staff and/or to put on the website – in support of Black Lives Matter and the Iowa City Freedom Riders. Timing of the message is a consideration, as is adding something of value to the conversation. Ideas include not sending a message unless we have something more to say than statements made by president, provost, dean, UI Staff Council, etc.; sharing resources for staff struggling with the situation; and sharing educational resources related to anti-racism.
 - d. DEI – CLAS DEI committee will meet over the summer and needs to know who CLAS Staff Council appointees (two) will be. See New Business for committee and liaison assignments.
 - e. Education – please see education website update attached
 - f. Executive – the executive committee met 6/9/20 to draft the agenda for the next regular meeting of the council. The committee also proposed setting a follow-up

meeting with Dean Goddard for late-June, early-July to spend time discussing council activities over the past year, dean's representative to attend meetings, and follow-up to town hall(s). Will wait until new executive committee is elected after June meeting. Discussed distributing a statement like the one sent out by UI Staff Council but will confer with communications committee and full council before taking action. **Reminder that as meetings take place virtually, guests are invited to attend and should contact a member of the CLAS Staff Council for the zoom link.**

- g. Ex-Officio
 - i. UI Staff Council – Heather Mineart
 - ii. HR – Kari Gates will continue to serve as HR liaison
 - iii. ASG – Rebecca Kick will serve as ASG liaison
- V. New Business
 - a. Nomination and election of 2020-2021 officers
 - i. Current nomination for
 - 1. Vice-president/president elect – Emma Kirk; no additional nominations received during meeting
 - 2. Secretary – Greta Sokoloff nominated by Mark Fullenkamp
 - ii. Kirk and Sokoloff were unanimously approved by council vote as VP and Secretary, respectively
 - b. Committee assignments
 - i. DEI – Kathy Ford, Mark Fullenkamp, Amanda Jensen, Jen Knights. Consensus of CLAS Staff Council is that DEI should be a standing committee, rather than liaison to CLAS DEI committee only; bylaws amendment to come. Representatives to the CLAS DEI committee will be Knights and Fullenkamp.
 - 1. Knights proposes that first goal of CLAS Staff Council DEI committee should be to recruit more diverse leaders.
 - 2. Ostrem asked about how to get more people involved and be known so they can be elected. Kirk suggested inviting candidates that were on ballot but not elected to serve on committees.
 - ii. Awards – Greta Sokoloff, Jeremy Richardson, Pattie Kimbrough
 - iii. Bylaws – Pattie Kimbrough, George Hospodarsky
 - iv. Communications – Emma Kirk, Amanda Jensen, Greta Sokoloff, Mark Fullenkamp, Jen Knights
 - v. Education – Julie Ostrem, Greta Sokoloff, Sandy Mast
 - c. Draft statement to CLAS staff about current events
 - i. Jensen suggested that the email be used to encourage staff participation on Council committees with a statement of allyship.
 - ii. Knights agreed that it is imperative, even if repetitive, to not be silent and acknowledge that we are a “Campus in crisis”. She suggested that the education committee use this as an opportunity to encourage DEI training, particularly anti-racism.
 - iii. Kimbrough added that these are continuing conversations and they need to be revisited frequently.

- iv. Hospodarsky proposed drafting an email and sending it to council members for review and comments.
 - v. Ex Officio Gates will communicate with Associate Dean Sanders about the Council's discussion today and remind her of the partnership between the CLAS DEI committee and CLAS staff council.
- VI. Old business
 - a. Staff awards event – schedule to take place virtually 6/24/20 2:00-2:30 p.m. CLAS Staff Council members will be introduced and are encouraged to attend.
- VII. Adjourn – 12 p.m.

Next meeting – Wednesday 11 a.m. 7/15/20 Zoom