

APPROVED MINUTES

CLAS Staff Council – regular monthly meeting

Wednesday, October 21st, 2020 - Zoom

<https://uiowa.zoom.us/j/94610667972>

- I. Call to order – 11 a.m.
- II. Roll call
 - a. Present: Kathy Ford, Carole Kern, Emma Kirk, Jen Knights, Amanda Jensen, Sandy Mast, Julie Ostrem, Greta Sokoloff, Mark Fullenkamp, Jeremy Richardson, and George Hospodarsky; ex officio – Rebecca Kick, Heather Mineart. Guest(s):
 - b. Absent: Melia Pieper
- III. New Business
 - a. Meet the ADs – Associate Dean for Graduate Education and Outreach and Engagement
Christine Getz

Getz is the Associate Dean for Graduate Education and Outreach and Engagement (O&E recently moved from the Provost office). She, served a 7 year term as Associate Director of Graduate Studies in the School of Music and is a professor in the School of Music where she studies Renaissance and Early Modern music and culture in Northern Italy with a focus on Milan and sacred music. She has a vested interest in both the Arts and the Humanities. Associate Dean for Graduate Education for all the graduate programs in departments in CLAS.

There are ~48 graduate degree programs and her role is to manage all issues having to do with graduate education. For people familiar with the Graduate Assistant Employment Program agreement the reporting process goes through the colleges first and then to the graduate college. CLAS did not have an Associate Dean for Graduate Education prior to 2014 which has been a big change. Getz became AD in 2017 and for the first 3 years spent most of her time building a relationship between CLAS and the Grad College. Getz is participating in a couple of groups in the Path Forward Outreach to figure out where community-engaged outreach should focus efforts for an overarching thematic approach, like Hawkeyes in Science, Hawkeyes in Space, etc. Has written a strategic plan for Graduate Education and Outreach and Engagement, some of which has been incorporated into the larger strategic plan of the College.

Hospodarsky is looking forward to broader outreach themes and AD Getz stated that it is important for CLAS to decide where focus and resources go. The Arts are working in incarcerated populations and projects with other underserved and under-represented populations that should be highlighted. Getz would like to determine 2-3 thematic umbrellas that are focus points while still encouraging smaller individual outreach

projects. Hospodarsky stressed the importance of communicating the work done by the University and specifically CLAS considering budget concerns and state funding. Getz stated that the goal is to have public facing outreach to make our outreach more visible. Knights suggested that the outreach website could have a submission form where people could use the webpage to communicate outreach that is being done in our respective areas as a way to funnel information to both promote activity and provide data to Outreach and Education on the activities that are going on. Ostrem asked AD Getz for her take on what the terms outreach, engagement and service do and do not mean. Getz responded that for community engaged research and teaching the ideal is an equal partnership between the community and the university, in which a problem is jointly identified, and a plan is devised to attack it. Outreach and service are more about providing information to the community or participating in community-based events. Kirk mentioned that service learning is more and more being worked into the undergraduate curriculum and that is incredibly labor intensive to find those opportunities and thanked AD Getz for her work to make those resources more available. Hospodarsky emphasized that it is important to encourage staff to participate in outreach and engagement as well. AD Getz encouraged the Council to communicate information about outreach and graduate education at any time.

Hospodarsky asked AD Getz to talk a bit about her graduate education role and how the Council can be helpful with conveying information pertaining to graduate students. Two main divisions exist, one is academic affairs which pertains to degree requirements, dissertations, etc. The other is professional development, which has recently piloted out a platform for opportunities for students. One particularly successful one is grant writing seminar for students in the humanities, arts, and social sciences timed to get them set up to be ready for deadlines in the fall. Then there is the work with the Graduate Student Employment agreement. AD Getz deals with all CLAS students and refers them to the appropriate people in the Graduate College. She does all CLAS TA and RA assignments. There are ~1900 graduate students and ~50-70 postdocs.

b. Ex-Officio Updates

- i. UI Staff Council – Mineart started by asking if anyone had questions about the email packet from early today. She provided an outline of information from the Council.
 1. Virtual Health Fair – November 4-5, 2020
 2. Benefits Enrollment – open enrollment is October 23 – November 13, 2020
 3. Hawk the Vote
 4. DEI at UI with Dr. Liz Tovar, Interim Associate Vice-President for DEI
 - a. Overview of her new role
 - b. Hired two faculty fellows who will be examining the ways UI is approaching DEI and making recommendations for improvements
 - c. New DEI Action Plan
 - d. Aftermath of federal Executive Order

- e. UIHC Budget Overview presentation from Brad Haws, Associate Vice-President for Finance & CFO UIH Health Care
 - 5. November UISC's meeting - hope to have OSMRC there to review Title IV updates
 - 6. Presidential Search – as you are all aware President Harreld has asked for the Board of Regents (BOR) to initiate the search for his replacement. Search is conducted by the BOR, but the search will include UI faculty, staff, students, and other constituent's including likely UI Center for Advancement representation as well as BOR members. Full committee will be presented to the BOR for approval at their November meeting.
 - 7. AVP for DEI search ending
 - 8. UI creating a committee on 'the future of work at the University of Iowa'. Committee membership and charge is currently being created/finalized, but will have representation from across campus including representation from all four shared governance groups and will address questions such as:
 - a. How does the disruptive change of COVID-19 impact The University of Iowa and our strategic path towards being a destination university?
 - b. How do we reimagine work post COVID-19?
 - c. Employee Experience
 - d. Identify the impact of COVID-19 on the delivery of the core mission of the institution as it relates to employees
 - e. How do we re-envision high impact practices to create a highly engaged and inclusive workforce?
 - f. Identify potential opportunities to further enhance and support proactive talent and retention strategies, DEI strategies and positive employee experiences at UI
 - g. What does the evolution of HR policies, services and strategies look like?
 - 9. UI is creating the Civil Protest and Public Demonstration Safety Team (DST) and will be comprised of Division of Student Life staff members, Campus Inclusion Team members, shared governance leaders, UI department representatives, and Public Safety officials trained to interact with students and community members during campus civil protests or public demonstrations.
 - 10. Working at Iowa survey started on Monday, October 19
- ii. ASG – no update

IV. Committee Updates

- a. Awards – We had the first official combined meeting of the Staff Recognition Committee and the CLAS Staff Council Awards Committee. Pieper had a draft of the call for applications for the Mary Louise Kelley Professional Development Awards that the committee finalized, and it was included in last week's DEO mailing. The committee also discussed how to distribute the Thank You gifts to staff and Cecil brought it up at last

week's ASG meeting. Thank You gifts will soon make their way to CLAS departments for distribution to staff. Individual committee members will be responsible for distribution of Longevity awards and door prizes collected before COVID19 interference. The door prize winners were determined using a random sequence generator and winners should receive an email this week. Pieper secured the budget for this fiscal year and the committee will continue to work on planning a virtual Staff Recognition event in the Spring with the hope for an in-person event in the Summer.

- b. Bylaws – Hospodarsky met with himself and decided that he needs more members on the committee.
 - c. Communications – The Communication Committee met to continue our conversation about updates to the Council News page which has subsequently been updated. The rest of the council is welcomed to offer input, suggestions, or additional information they think should be included. News page: <https://clas.uiowa.edu/staff-council/news> and will continue this weekly, along with a link to allow for suggestions. Fullenkamp said that once we move out of Drupel 7 things will be more prominent and look better.
 - d. DEI – Knights and Fullenkamp attended the CLAS DEI committee meeting which dealt primarily with the Executive Order. The pause that was initial put in place was removed since offerings were not required. The Executive Order does not reach into the classroom. But implicit bias training may be still in flux since it is required. Deborah Whalley was appointed as a fellow to work with departments on DEI strategic plan statements. Ford said the UI Staff Council echoed same concerns and feeling about the Executive Order.
 - e. Education – The Education Committee met via email this monthly. Ostrem suggested and started work on compiling resources for Staff working with students for the professional development page and she has been working with Jensen to gather more resources.
 - f. Executive – The Executive Committee met to plan the agenda for this meeting and to have one final meeting with Kimbrough to make sure duties she was handling for the Council are covered. Kirk sent out new a meeting invitation and Kimbrough created a rough schedule for scheduling ADs to attend meetings.
- V. Approval of minutes done via email.

Next meeting – Wednesday, November 18th, 2020