

MINUTES

CLAS Staff Council – regular monthly meeting

Wednesday, January 20th, 2021 - Zoom

[Zoom](#) Link

- I. Call to order
- 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, Melia Pieper, Heather Mineart. Guest(s):
- III. Motion from Fullenkamp to approve December minutes. Kerne and Richardson seconded. Minutes unanimously approved by Council.
- IV. New Business
 - a. Meet the A.D.s – Roland Racevskis, Associate Dean for the Arts and Humanities had his first administrative experience as DEO of French and Italian and German. He has also held the position of Associate Director for DWLLC. Racevskis field of study is 17th century French arts and culture. This is the first AD position specific to the Arts and Humanities and Racevskis works in tandem with AD Tomova to work with all academic departments within CLAS. They primarily work with faculty but have some overlap with AD Weiner. Racevskis covers 19-20 units in the Arts and Humanities.

Hospodarsky asked if there was any update as we move forward – relative to budgetary concerns and the continuing pandemic. Racevskis said that COVID has been revelatory with respect to which classes have to be taught in person. Especially in the Arts with studio work. There has been a lot of research into novel ways to effect social distancing. For example, Dick Blick provided kits for students in the School of Art and Art History so work could be done from home but some work still has to be in person. Another issue is research money that has not been spent. Usually, these monies are used for travel for talks and meetings. Carrying over the money has been tricky.

Racevskis opined that Arts and Humanities is the perennially down-trodden division and it has been very interesting to learn about the differences between the two. With respect to the budget and the Arts and Humanities portfolio, there is an abundance of visiting and instructor-track positions, but tenure-track positions are down. Adjunct positions have been hit hardest and many units are going on a patchwork approach based on course enrollment. Fullenkamp asked how much the Provost’s office is working with CLAS to guide the college through the budget reductions and other impacts of the pandemic. Racevskis said the Provost’s office has been helpful with special funding opportunities to support early and mid-career faculty research. There have also been opportunities through retention and distinction through diversity.

Kirk asked how the Council can help with ongoing efforts. Racevskis said that communication is the number one thing, for the Council to express and relay staff concerns. He said it is also important for staff to participate in the Collegiate Self-Study and for the Council to utilize findings to understand the point of view of CLAS staff and identify priorities and problems (e.g., budget, personnel issues).

Hospodarsky reiterated that anytime committees are convened to tackle issues that it is beneficial to have staff involved. Including diverse staff representation (i.e., not just ASG or HR), that ultimately this is helpful with communication. Hospodarsky encouraged speaking with unit DEOs to make sure that they are communicating with staff so that staff know what is going on in their respective departments.
 - b. Elections – Nominations for the 2 open CLAS Staff Council seats due between February 3rd and 10th. Anyone who accepts a nomination to the Council will be on the ballot. The Council is committed to a

more diverse council membership and encourages people to talk to potential nominees to gauge interest. The election dates and information will be included on the CLAS Staff Council webpage.

c. Ex-Officio updates

i. UI Staff Council –

1. UI Presidential Search

- a. Search committee is meeting again this morning; we last met on January 8 to discuss/update the presidential attributes/position description that the AGB Search Firm drafted based off feedback from the search committee and the 16 listening sessions that were held.
- b. Today's meeting will focus on the next steps in the search process, website and discuss potential questions for semifinalists
- c. As a reminder all search committee meetings are live streamed via the BOR website. <https://www.iowaregents.edu/meetings/university-of-iowa-presidential-search>
- d. Feedback is strongly encouraged and can be submitted via the UI search website <https://presidentialsearch.uiowa.edu/>

2. UI Staff Council

- a. Big focus on mental health and mindfulness at last week's meeting (the below decks will be shared today to all CLAS Staff via email)
 - i. Mental Health Considerations in the Pandemic PowerPoint Deck, presented by Dr Gerard Clancy
 - ii. Employee Assistance Program Update, presented by Maggie Moore
 - iii. Mindfulness at the University of Iowa, presented by Megan Hammes
- b. Vaccination – taking place with health care and essential employees. Using myself as an example; I'm not an essential employee so when the time comes I will need to go to my primary doctor for vaccination. We will not see a 'vaccination clinic' like we do with flu clinics; the documentation needed is quite lengthy.
- c. February Meeting (tentative)
 - i. DEI Action Plan / Initiative (Jan Waterhouse)
 - ii. Jobs@Iowa (Keith Becker)
 - iii. Vaccinations Plan (Joni Troester)

- ii. HR and ASG – Mineart asked Pieper what the timeline was for the CLAS HR director search. Kick said ASG got an update that interviews will be mid to late February and an offer made late March. Mineart asked if there will be listening session and the answer was "yes".

iii. ASG –

V. Committee updates

- a. Awards – The committee met and continued to discuss the virtual Recognition receptions, with some ideas to make it a little less of just a long presentation. The committee has narrowed down Thank You gift ideas to 2 items. Stay tuned for that!
- b. Bylaws – No update.
- c. Communications – The committee met with Pieper and will take a more active role in promoting CLAS staff awards and University staff awards on the news section of the website and in Council emails to staff. The committee would like to discuss with the Council other ways to get information to staff on lesser-known awards, like performance and SPOT – awards especially now during the pandemic. The committee also wants to investigate getting information out through social media, such as UI Staff Council media outlets, to promote various awards.

- d. DEI – Knights reached out to Bria Marcelo from DEI to see about arranging a Safe Zone and/or trans awareness training for CLAS Staff Council and is awaiting a response. Pieper is also able to facilitate or co-facilitate trans awareness training. The UI Staff Council DEI Committee met 1/11/2021 and discussed the following items: [OneIT Diversity, Equity, and Inclusion Plan](#) (Ortman & ITS Team); Equity Institute Update ([background](#)); Diversity, Equity, and Inclusion March Celebration Update and Discussion
- e. Education – No update
- f. Goals and Elections – The committee met with Lisa Gray to discuss the upcoming election. All nominated staff who agree to be nominated may be on the ballot. Jensen has updated the [website](#) with the dates for nominations, candidate statement submissions and voting. Candidate statements will be uploaded to the CLAS Staff Council website in advance of the election and the council will join Gray in reminding staff to participate.

Next meeting – Wednesday, February 17th, 2021