

MINUTES

CLAS Staff Council – regular monthly meeting

Wednesday, March 17th, 2021 - Zoom

[Zoom Link](#)

- I. Call to order
- II. Roll call
 - a. Present: Kathy Ford, Emma Kirk, Jen Knights, Amanda Jensen, Sandy Mast, Julie Ostrem, Carole Kern, Greta Sokoloff, Mark Fullenkamp, and George Hospodarsky; ex officio Rebecca Kick and Melia Pieper, Heather Mineart. Guest(s): Rebecca Tritten, Ali Sulaiman, Lynne Nugent, Merry Powell.
 - b. Absent: Jeremy Richardson.
- III. Kirk motioned to approve minutes. Motion seconded by Knights. Minutes approved unanimously by council.
- IV. New Business
 - a. HR Restructuring – The council was approached by Ex-Officio member Kick as a stakeholder in HR Restructuring. Kick and Powell, of the HR Services Restructure Sub-Committee, surveyed the council on where HR services, as opposed to Departmental Administration, seemed most appropriate with respect to things like recruitment, onboarding, awards and recognition, professional development, climate survey, retention, and DEI. The council provided feedback on where they felt HR services worked well and what other services were typically managed by the Department. Council feedback was incorporated into a larger report provided to the Dean in early April.
 - b. Election Update – Hospodarsky welcomed incoming councilors Tritten and Sulaiman, who joined the meeting in advance of the start of their terms.
 - c. Ex-Officio Updates
 - i. UI Staff Council – Mineart reported that President Harreld joined their last meeting and answered lots of questions. The meeting minutes have detail of that conversation. The Working at Iowa survey and Campus Climate survey results were discussed. UI Staff Council Elections are underway. The Presidential Search Committee had their last meeting March 5th. Committee members got access to all applicant information and the process of selecting finalists is in process. There is an all-day closed-session meeting on March 26th to identify semifinalists and then April 1st-3rd virtual interviews will take place. Four finalists will be selected from that group and those finalists will have hybrid on-campus interviews. There will be a Qualtrics survey that goes out to everyone across campus after the finalist interviews are completed and then the Search Committee will meet with the Board of Regents at the end of April. The decision should be made by April 30th. At the start of the new term for the Board they will be losing 3 members, the Governor will appoint new members on May 1st. Provost Kregel tasked shared governance leaders to suggest nominations for faculty, staff, students, faculty for the Strategic Plan committee, 15 staff were recommended. Staff council has put together a proposal for an expansion of the tuition assistance program – doubling the budget. If approved this would be a 3 yr pilot program and revisions go back to the budget review board to be voted on in May.

- ii. HR – Senior HR Director interviews at end of March. Candidates will meet with the CLAS HR team, ASG, DEOs, Associate Deans, other HR directors from across campus. The two HR Coordinators will be starting soon. The Future of Work@Iowa focus groups are happening this week.
- iii. ASG – Work will begin on budgets soon. While incoming student numbers are down it is still early and hopefully there will be an increase in the numbers, the deadline is May 1st.

V. Committee Updates

- a. Awards – Committee is meeting more frequently to get the Staff Recognition event together for April 15th and to go over the Mary Louise Kelley Leadership and Excellence nominees.
- b. Communications – Jensen updated Election page with nominees. The committee did not meet this month.
- c. DEI – Fullenkamp updated the council on the CLAS DEI committee meeting where there was a discussion about what the HR DEI position should be. As a reminder the DEI HR Director, which will be a staff position, is not a new line, it fills a vacancy that was not replaced. Pieper mentioned that there will be a DEI classification is being developed for staff. It is in the pipeline awaiting Board of Regents approval.

The UI Staff Council (UISC) Bylaws Committee continues their work to create a more equitable committee chair selection process. In addition, this committee is working to increase diversity among those represented at the UISC meetings, specifically by formalizing roles for underrepresented groups. UISC Communication Committee continues to include more diversity, equity, and inclusion principles into their publications. They need suggestions for articles. Please send suggestions to rebecca-keogh@uiowa.edu. The UISC Community Outreach Committee is seeking additional suggestions to include diversity, equity, and inclusion principles into their outreach opportunities. COVID has made volunteering difficult as previous partnerships overlapped with COVID-vulnerable populations. Ideas discussed included:

- Dream Center
- University food pantry
- University clothing closet
- DVIP
- GuideLink Center

The International Students Affinity Graduation registration form link may be found at:

https://uiowa.qualtrics.com/jfe/form/SV_9vjTEwRlqCgkxEO

New member application for Phi Beta Delta Honor Society for International Scholars link is available at:

https://uiowa.qualtrics.com/jfe/form/SV_39oqCDuWJf4hsHk. Please share and apply if you are eligible.

The Global Education Lecture Series is currently seeking speakers. Please encourage others to consider self-nominations at: https://uiowa.qualtrics.com/jfe/form/SV_8hMoVdR53uTJJUW

d. Education – The council discussed ways to better communicate professional development opportunities like tuition assistance the Mary Jo Small Staff fellowship, especially the latter since application numbers suggest staff are not taking full advantage of these opportunities.

The committee would still like to get some feedback from the larger group about publicizing our PD page to fellow staffers. Here are the ideas discussed by the committee, a mass Email to CLAS staffers, Nic Arp doing a feature story. RCSAC (Reimagining Campus Safety Action Committee) Committee extended the feedback period through Friday, March 12, 2021 at 5 PM enabling campus partners additional time to view prototypes and provide feedback at:

<https://studentlife.uiowa.edu/initiatives/reimagining-campus-safety/>.

The committee also continued to discuss having a Skill Set of the Month highlighted on the news update on the Staff Council homepage. This was brought to the Communication Committee and the current plan is for the Education Committee to curate a list of training options to give to the Communications Committee so they can manage the content.

VI. New Business – Council Fullenkamp came up with a new word to describe the awkward silence at the end of all our Zoom meetings – AwkSchoom. The definition and usage of this new word can be found on the Urban Dictionary [website](#).

VII. Adjourn – 12 p.m.

Next meeting – Wednesday 11 a.m. 4/21/21 Zoom