



College of Liberal Arts  
and Sciences

## STAFF COUNCIL MONTHLY MEETING MINUTES

Wednesday 12/15/21, 10:30 a.m.

Hybrid meeting via Zoom and in person at Schaeffer Commons (302SH)

Join Zoom Meeting

<https://uiowa.zoom.us/j/91858901247>

In attendance: Ostrem, Fullenkamp, Jensen, Rockwell, Sulaiman, Mast, Ford, Pieper, Hospodarsky, Richardson (arrived late), Knights, Kirk (arrived late)

Absent: Sokoloff, Mineart

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- I. Call to order 10:41 am
- II. Minutes approval (from 11/17/2021) – APPROVED (posted to [website](#))
- III. New Business
  - a. Inviting new AVP Chris Cheatam (start date Jan. 17) and Strat Comm Director Ben Hill (Dec. 6) to upcoming meetings – Emma will reach out and schedule (suggest Ben for Feb, Chris for April)
  - b. Jen will invite Deborah Whaley to visit in March
  - c. Becca Tritten has resigned from SC – Announced that new SC member will be Blake Rupe (she will be invited to future meetings and we will officially welcome her then)
  - d. Discuss CLAS SC in-service / retreat discussion/ideas:
    - i. Half-day or full-day event with multiple components
    - ii. Early summer (late May?), hopefully before vacations
    - iii. Planning, reflecting
    - iv. Some other educational / training / enrichment opportunity
    - v. Julie suggested Beckwith Boathouse

- vi. Overlap new council members and those cycling off
- vii. Focus on SC identity, purpose
- viii. Jeremy suggested incorporating BUILD training or similar
- ix. Consider inviting Dean Sanders, in part to address expectations for DEI training among SC
- x. Consider Deborah Whaley as trainer, presenter, representative of Dean's Office in terms of DEI

IV. Committee and Ex-Officio updates: (Committee reports at end of agenda)

a. Awards

The Staff Recognition Committee and the CLAS SC Awards Committee are not meeting this month. Jeremy has been working a lot with the IMU after securing the Ballroom for the big event he has moved on to a first draft of the catering orders for both staff events. Melia got staff appreciation gift ideas from our rep at Bankers Advertising, and we are all still going back and forth about which gift we like best. I am including the pdf for you all to look at and weigh-in on your favorite gift ideas. As a reminder the nomination announcement for Mary Louise Kelley Staff Excellence and CLAS Leadership awards will go out in the January DEO mailing. Nominations will be due February 4th.

- b. Bylaws - Committee lost its chair when Becca resigned from SC. No update, no committee members present this month.
- c. Communications – Update on FB page launch and visioning event plans. Amanda is drafting a budget / outline for the visioning event and Jen is working on the Facebook page. Aim is to launch FB page in January and start the drawing / promo. Newsletter will go out in early February. Main focus on elections and encouraging participation.
- d. DEI – Meeting on Friday December 17 to discuss items from the CLAS DEI Committee on 12/14:
  - i. Equity audits
  - ii. SEA Change
  - iii. Annual DEI report
- e. Education:
  - i. We will write an article for the spring Staff Council newsletter with the working title, "Developing the Inner Leader Within You." It's based on the work of Jennifer Nahrgang, a prof in the UI College of Business. In a sidebar, we will point to the leadership courses listed on the Professional Development webpage.
- f. Executive –

- i. We will use the new OSC merch storefront (<https://uiowa.authenticmerch.com/>) to source prizes for drawing. Winners will have the opportunity to choose from among 3 fleece/sweatshirt options that have a small minimum order quantity. Price point approx.. \$50/ea.
  - ii. Discuss whether current SC members are eligible to win? (Council says no)
- V. Ex-Officio
  - a. UI Staff Council – no update (Heather not present)
  - b. HR – Dept is now fully staffed!
  - c. ASG –
    - i. Alli R. suggested that staff at large may not understand the purpose of Staff Council. Consider making the visioning event focus on identifying shared identity / vision / purpose for the council.
    - ii. Return to work data is being turned into a proposal to the regents
    - iii. Budget shortfall is now \$10m instead of \$14m
    - iv. Salary increases for fac/staff will go out by Dec. 31
    - v. Attempting to reduce adjunct / visitor budget by 30% this year
    - vi. Standardized DEO compensation being proposed to the Dean by the budget committee
- VI. Old Business – none
- VII. Adjourned 11:47 am

Next meeting – Wednesday, 1/19/22, 10:30 a.m. Zoom/hybrid

Agenda item(s) for next meeting:

Ben Hill visit in February

Deborah Whaley in March

Christopher Cheatam in April