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**STAFF COUNCIL MONTHLY MEETING  
MINUTES**

Wednesday 4/20/22, 10:30 a.m.

302 SH or Join Zoom Meeting

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

PRESENT:

Kirk, Ford, Knights, Ostrem, Mast, Pieper, Rupe, Fullenkamp, Sulaiman, Mineart, Hospodarsky, Jensen, Sokoloff, Gomez, Rockwell

1. Call to order 10:35
2. Minutes approval (from 3/9/2022)
   * Item V / 3: Article on professional development for the SC newsletter
   * Approval motion by Fullenkamp, second by Sokoloff, approved by unanimous vote
3. New Business
   * Newly elected council members and resignations
   * Resignations: Sulaiman- going to Univ of MN, Jensen (new position in College of Engineering) – Waiting to hear from Lisa G. regarding appointment of replacement council members
     1. Shonda Monette will fill Amanda Jensen’s spot
     2. Waiting to hear from Ali Sulaiman’s replacement councilor
   * Retirement: Richardson (His term is up, so we will not appoint a replacement for the interim)
   * Newly elected: see <https://staffcouncil.clas.uiowa.edu/elections>
   * Knights will set up a new recurring meeting and include all new councilors, once finalized
   * Kirk: Our retreat will be consequential as we onboard almost a completely new team (see chart in network drive-will drop link here)
   * Mineart pointed out that bylaws state that when a councilor leaves CLAS or terminates employment, their term ends. In this case we agreed that Jensen can continue with committee work through the end of her term but not vote.
4. Old Business
   * Deborah Whaley has been invited to be our guest at our regular meeting on May 18. (We could also wait and schedule her visit when we have new councilors in place.)
   * Update on CLAS SC in-service / retreat and Visioning Event
     1. CLAS Staff Council Retreat set for June 15, committee established, details to come
        1. Committee: Emma, Jen, Julie, Mark
     2. Visioning Event with a keynote speaker: August – date TBD. Committee still in the works, awaiting replies from newly elected members to see if any want to assist
        1. Committee: Emma, Jen, Mark, Sandy – will meet and set a date asap
5. Committee and Ex-Officio updates: (Committee reports at end of agenda)
   * Awards – Successful in-person awards ceremony (yay!) The committee discussed moving the event to summer and holding it outdoors, and also to move the nominations schedule to place it in a less-busy timeframe. Incorporate the MLK reception with the bigger event. Add a DEI award? To implement these ideas, Mast and Gomez and Pieper will likely continue to serve on this committee.
   * Bylaws – Sokoloff noted that all committee chairs must submit their annual reports to the SC President (Kirk) (for the dean) before our May meeting, and we’ll also post to the website. Reminder to all councilors to review bylaws before the retreat, and Kirk will share them with new councilors.
   * Communications- Working on newsletter, scheduled to go out first week of May.
   * DEI – [Campus Climate survey results](https://diversity.uiowa.edu/data/campus-climate-2021) came out from last survey (2021), AND the new survey came out—so please look over results and make sure you take the [new 2022 Campus Climate survey](https://uiowa.qualtrics.com/jfe/form/SV_6lLEgX7KYkZhz7w?Q_DL=dcr7rUs6b244LFZ_6lLEgX7KYkZhz7w_MLRP_ezbL3D2CwCh8YWq&Q_CHL=email)!
     1. [DEI “Sparkshops”](https://diversity.uiowa.edu/programs/training-programs/sparkshops) will be included in our SC retreat on June 15.
   * Education – new professional development article will be included in the newsletter. Mineart suggested out that our education committee make sure they are in alignment with UI Staff Council goals and plans.
   * Executive -A lot of conversation about SC turnover and how to engage/onboard new people
   * Ex-Officio
     1. HR - DEI Director position has been approved. It will be posted soon—a staff position. Since Sylvia has been elected as a regular SC member, Melia asked if we would like an appointed HR rep too. She will send us Christopher Crawford
     2. ASG – Future of Work report has been sent out. (insert link to report) Pilot arrangements remain in effect through June 30. Projected deficit is now 7.5 million and is expected to go down to $5M by the end of the year. Budgets will not be cut for general expenses, but depts are encouraged to underspend. This is not a “use it or your budget will be cut” situation. Collegiate Review indicated need for a full-time DEI director. More intercollegiate collab, which is a challenge due to budget. More close collab with Advising. Moving toward 3- to 5-year hiring plans instead of annual begging.
     3. UI Staff Council Org Rep. (post notes from Heather)
        1. Strategic Plan: Available for review and feedback; May 13 final draft will go to BOR and will be active July 1
        2. Legislative Update: We are in good standing; we should not see budget cuts; faculty and staff salaries are a big topic
        3. Hancher Auditorium: Integrating academic programs; Ex. Director will now report up through Provost with a dotted line to CLAS Dean; performing arts; very different design
        4. Overview of Year: Successful semester; learned a lot, enrollment for fall looks good; enrollment cliff may not be as bad as we thought
        5. April 13 Full Council Meeting Review
           1. Annual President’s address to Staff Council

This is President Wilson’s 9-month anniversary here at the University of Iowa

President Wilson’s presentation was provided to UISC members in the post-meeting packet

President Wilson answered questions from the audience and SCEC members. Topics included:

Childcare resources for faculty, staff, and students found on the Family Services website

Project enrollment cliff – projections suggest public institutions like UI will be fine

Leadership – the importance of relationship building, learning, and leading in whatever your role

President’s Leadership Class

Strength of shared governance at UI

Timeline for new Vice President for Medical Affairs – search began last week officially, and stakeholder input is important

Salaries at UI – importance of helping BOR understand where our salaries are with peer groups, focus on bringing revenue into UI

Challenges and benefits of the current budget model

* + - * 1. Human Resources Policy Updates

Jan Waterhouse and Trevor Glanz provided an update on human resources policies.

Waterhouse and Glanz answered questions from UISC members. Topics included:

Summary of recent Operations Manual updates

Work Arrangements Policy

Blood, Bone Marrow, Living Organ Donation Policy

Temporary Furlough Policy

Human Rights Policy

Proposed Operations Manual Updates to Chapter 3 – Professional and Scientific Staff

Change language from “furlough” to “layoff” to differentiate from Temporary Furlough Policy

P&S probationary periods will be 12 months for new hires and transfers, including those in specified term status

P&S staff who are laid off will have the same access to program resources regardless of status

Maximum layoff notice period will be six months except for those grandfathered for the first two years

There will be no time limitation for specified term appointments

The maximum number of temporary hours will be increased

The need for stakeholders, including Staff Council and Faculty Senate, to review these policy changes

* + - * 1. Pentacrest Museums Update: Liz Crooks, Director, Pentacrest Museums, shared a museums update. Their presentation was provided to UISC members in the post-meeting packet. Crooks answered questions from UISC members. Topics included:

Team building activities

Symposium spaces

1. Emma noted she will be meeting with Dean Sanders soon and invited councilors to suggest questions or topics we would like brought up to her
2. Adjourn

\*Note that next month’s in-person location will be 240 SH conference room, due to a scheduling conflict.

For May meeting:

* Determine whether an elected SC member may also serve as ex-oficio—or if an ex-oficio should still be appointed in addition to, for example, an HR staff member who has been elected (the example is Sylvia currently but this could be an issue that repeats with future elections)

For retreat:

* Bylaws / committees: discuss whether ex officio members should/can serve on committees. Can non-councilors serve on committees even if they are not voting members?