



STAFF COUNCIL MONTHLY MEETING MINUTES

Wednesday 09/21/22, 10:30 am

Join Zoom Meeting

<https://uiowa.zoom.us/j/98191553384>

In attendance: Rebekah P., Alli R., Karen N. (ex-officio – UI Staff Council), Mark F., Emma K. (ex-officio, past-pres), Shonda M., Jen K., Leyre C., Rosie S. (ex-officio – ALT [formerly ASG]), Sandy M., Sylvia G., George C, Malory H., Rebecca T. (ex-officio – dean’s rep), Julie R. (ex-officio - HR)

Not present: --

Call to Order by the president at 10:32am

Minutes accepted by Mallory and seconded by Rebekah

New Business

- Introductions to George and Adam
- Dean’s Office Meeting Overview (Mark)
 - See PP on Teams for details
- Communications of Election
 - See Communications Committee Updates on Teams
 - Is it the Dean’s office /Comm Committee responsibility to communicate elections info with CLAS Staff?
 - Duplication will continue by Lisa
 - SC has no influence on content w/3rd party communication
 - CLAS voting platform set up 5 years ago by Ed Hill (Adam on ad hoc comm)
 - Mineart – UI SC does it by Qualtrics
 - Must use 3rd party
 - What are options
 - Elections Comm to research
 - Site MOP Sec 4.8, 2.3
 - Clear up communications to Lisa to Ed Hill
- CLAS Staff Lunch idea from Tiffany Schier (Sophia)

- Brown bag
- Mark in favor
- Comm Committee to discuss and propose
 - Location options: UCC 2520D, 2550D, UCC Cowork Commons
- CLAS SC EC Overview
 - Dean prefers solutions approach
 - Naming of Dean's office meeting ('All Staff' source of confusion – to be considered)
 - Staff want to hear from Dean directly
 - Confirmed at Visioning Event
- Visioning Event Overview
 - See notes from Jennifer (host) on Teams
 - 24 attended outside of Staff Council members
 - SC pleased w/ outcome and participation – robust conversation
 - Draft report due Sept 30, then present to Dean Sanders @ next meeting
 - Volunteers to draft report – narrative with some bullet points
 - Hybrid Work – Mallory, Rebekah
 - Performance Reviews – Leyre
 - Communications – Mark, Jen
 - Strategic Planning – Emma, Shonda
 - Meet Friday Sept 30, 3:30p
 - Submit draft portions prior to
 - Dean of Staff Idea tabled until after presentation from Rebecca Tritten (Chief of Staff?)
- Committee Assignments
 - George – Awards
 - Adam – Elections, Communications

Ex Officio Updates

- HR (Julie)
 - Evaluation of remote work – draft mode
 - Meetings twice a month with Sr HR staff
 - Work arrangement to trigger evaluation
 - Search for new HR Director
 - Committee assembled
 - Posting out this week
 - Diane active until Oct 17, then work redistributed
 - Need Ambassadors for Work @ Iowa survey
 - Expectations: Email, training, signage
 - Contact Julie
- Dean's Office (Becca)

- Standing agenda item on CLAS SC Gen Meeting agenda

Old Business

Committee Updates

- See Committee Update Sheets on Teams

Adjourned 11:56am

- Motion to by Alli and seconded by Adam

ITEMS FOR FUTURE AGENDAS: --

ELECTIONS COMMITTEE – PROPOSED AMENDMENTS TO BYLAWS

JULY 20, 2022 (to be voted on at August 2022 meeting)

Article III

Organization

SECTION 1. CLAS Staff is composed of staff that are non-organized Professional and Scientific and Merit Exempt personnel holding a regular appointment of 50% or more within the College. The Council will be comprised of 11 voting members: nine representing Job Function/combined Job Function Categories, herein referred to as Job Function Categories as defined in Section IV.2 of the [CLAS Manual of Policy and Procedure](#) and two at large members. **In the event that a member's term is extended by one year to serve as President, the number of voting members will be 12; see Article IX.**

Article IX

Membership

SECTION 1. Membership Term

1. Councilor terms shall be three years unless a vacated term is being completed, or if the Vice President/President Elect or President is in the last year of their Council term, in which case a Councilor's term is extended in order to fulfill the duties of President and/or Past President. **In the case of a fourth-year extension, the position that would have been vacated is still filled with a newly elected three-year term member in order to preserve balanced election cycles.** If fulfilling the role of Past President extends beyond the elected term, the Past President will serve in an ex-officio capacity.
2. Councilors shall serve no more than two consecutively elected three-year terms.
3. Re-election can be sought after a one-year leave.