

Professional and Scientific Staff Council

Divisions

AA – Academic Affairs
 AF – Administration & Financial Services
 AT – At Large
 SA – Student Affairs
 PD – President's Division

Meeting No. 462
 Date of Meeting: January 14, 2016
 Place of Meeting: Maucker Presidential Room
 Meeting Convened: 1:30 p.m.
 Meeting Adjourned: 2:45 p.m.

<u>Members of the Council in Attendance</u>			
<u>X</u>	Melanie Abbas, ITS - 36452 - AA	<u>X</u>	Mark Rowe-Barth, WRC - 33423 - AT
<u>A</u>	Brooke Croshier-Sidebotham, F&O - 36636 - PD	<u>X</u>	Josh Sankey, Academic Advising - 33406 - AA
<u>X</u>	Karen Cunningham, Continuing Ed - 32504 - AA	<u>X</u>	Rick Seeley, ITS - 37218 - AT
<u>X</u>	Christina Geweke, OBO - 37505 - AF	<u>P</u>	Ashley Stewart, Dean of Students - 32332 - SA
<u>X</u>	Matt Gordon, ITS - 37624 - AA	<u>X</u>	Justin Szabo, Individual Studies - 32504 - AA
<u>X</u>	Cody Heglund, Advancement - 37118 - AF	<u>P</u>	Michelle Van Dorn, Athletic Sports Info - 35455 - PD
<u>X</u>	Nevin Nolte, ITS - 37228 - AA	<u>X</u>	Brittany Warren, Disability Services - 32677 - SA
<u>X</u>	Shelley Pruess, Maucker Union - 33743 - AT		

<u>Ex-Officio Member</u>			
<u>Others</u>		<u>Proxy</u>	
Susan Basye	Malissa Martin	Ashely Brickley	J.C. Last
Angie Chaplin	Amy Schipper	Jenny Connolly	Lynsey Kriegel
Melissa Engdahl	James Tanzosch	Monica Johnson	
Kelly Flege	Katie Unland		
Lisa Frush	Jean Wiesley		
Marty Mark			

I. Welcome

President Melanie Abbas called the meeting to order at 1:30.

II. Approval of Minutes

Christina moved to approve the minutes as amended, seconded by Shelley.

III. EMT Report

Melanie provided the EMT report in Michael's absence. She provided updates on current searches: Vice President for Student Affairs, Athletic Director, and Chief Diversity Officer. Melanie also provided a reminder on compensation for Merit staff. Council members who supervise or approve time cards for Merit employees should ensure any overtime hours are being logged.

IV. HRS Report – Lisa Frush

Lisa provided an HRS staffing update, introducing Katie and Angie. She also noted upcoming events from our Event Calendar: Live Healthy Iowa Kick-off, EAP Session "Service Please: What Customers Really Want," and Workplace Accommodation & ADA Session

V. Committee Reports

- a. WWW Committee -J.C.- No updates
- b. Employee Issues Committee -Shelley- No report
- c. Policy & Procedures Committee -Nevin - The committee will email proposed updates to policy 5.21 to the P&S Council for review and would like feedback.
- d. Employee Relations Committee -Mark- The committee is starting to look at the next cycle of Regents Staff Excellence Awards.
- e. Salary & Fringe Benefit Committee -Matt- The committee met last week. They worked through the last questions for the benefit survey. Fewer questions were included and the survey was more streamlined to encourage more participation. The questions will be shared with the council before the survey is sent out. The committee hopes to have the survey out by February 1, 2016.

VI. New Business

- a. Special Guest – Marty Mark, Chief Information Officer. Marty provided updates on TIER and the Technology Roadmap
- b. Special Guest – Kelly Flege, Assistant Vice President, Finance & Operations. Kelly provided an update on the Shared Services Model
- c. Melanie also noted that a committee would need to be formed for Spring membership and voting. The group would need to meet in February to develop a timeline for the process. Rick and Josh volunteered for the committee.

VII. Old Business

No Old Business

- VIII. Adjournment - Brittany moved to adjourn the meeting, seconded by Nevin. The meeting was adjourned at 2:45.

Respectfully Submitted,
Miranda Cornish
Human Resource Services

Professional and Scientific Staff Council

Divisions

AA – Academic Affairs
 AT – At Large
 FO – Finance & Operations
 PD – President's Division
 SA – Student Affairs

Meeting No. 463
 Date of Meeting: February 11, 2016
 Place of Meeting: Maucker Presidential Room
 Meeting Convened: 1:30 p.m.
 Meeting Adjourned: 2:05 p.m.

<u>Members of the Council in Attendance</u>			
<u>X</u>	Melanie Abbas, ITS - 36452 - AA	<u>P</u>	Mark Rowe-Barth, WRC - 33423 - AT
<u>A</u>	Brooke Croshier-Sidebotham, F&O - 36636 - PD	<u>P</u>	Josh Sankey, Academic Advising - 33406 - AA
<u>X</u>	Karen Cunningham, Continuing Ed - 32504 - AA	<u>X</u>	Rick Seeley, ITS - 37218 - AT
<u>X</u>	Christina Geweke, OBO - 37505 - FO	<u>X</u>	Ashley Stewart, Dean of Students - 32332 - SA
<u>X</u>	Matt Gordon, ITS - 37624 - AA	<u>X</u>	Justin Szabo, Individual Studies - 32504 - AA
<u>X</u>	Cody Heglund, Advancement - 37118 - FO	<u>X</u>	Michelle Van Dorn, Athletic Sports Info - 35455 - PD
<u>X</u>	Nevin Nolte, ITS - 37228 - AA	<u>X</u>	Brittany Warren, Disability Services - 32677 - SA
<u>X</u>	Shelley Pruess, Maucker Union - 33743 - AT		

<u>Ex-Officio Member</u>			
Michelle Byers			
<u>Others</u>		<u>Proxy</u>	
Susan Basye	Melissa Engdahl	Monica Johnson	Lacy Knipper
Michael Hager		Kristy Leen	J.C. Last

- I. Welcome
 President Melanie Abbas called the meeting to order at 1:30.
- II. Approval of Minutes
 Rick Seeley moved to approve the minutes, seconded by Justin.
- III. EMT Report
 Michael provided updates to current searches: Chief Diversity Officer, Vice President for Student Affairs, and Athletic Director. Michael also spoke of a recent presentation to the cabinet from the Waterloo Regional Airport, he encouraged the council to check into this airport when travel needs arise. He also provided an update on the Board of Regents Strategic Planning Report, when this report is completed, UNI will continue working on the Strategic Master Plan.
- IV. HRS Report – Michelle Byers
 Michelle provided an update on the benefit deductions and 1095 form that HRS and ITS are working on. The 1095 forms will be sent in March. She reminded the council of upcoming Performance Appraisal Trainings. She also stated HRS is busy working on legislative responses.
- V. Committee Reports

- a. WWW Committee -J.C.- All approved minutes and agendas are updated on the website. The website has also been updated to give Josh notifications when someone is nominated for the council.
- b. Employee Issues Committee -Shelley- No report
- c. Policy & Procedures Committee -Nevin – Nevin stated he emailed the council with the proposed revisions for policy 5.20 and asked for comments. Michelle Byers added the word “licensed” to the second paragraph and provided a legal statement to be included. Michelle Van Dorn moved to approve as amended, seconded by Shelley. Nevin will share the next group of policies to the council for review.
- d. Employee Relations Committee -Karen- No Report
- e. Salary & Fringe Benefit Committee -Matt- The Salary & Fringe Benefit survey is now live until February 15, 2016. Melanie noted she had one person concerned with the question regarding well-being incentives, worried employees would pay more for premiums if they choose not to participate in the activities. No one else on the council had heard any similar confusion. Melanie also noted that, when the negotiations start on salary increases for the budget plan, the committee will want to have an April meeting to discuss negotiations.

VI. New Business

- a. Melanie provided a President’s Report. She gave updates on the Strategic Planning Session with the Board of Regents that was held in Des Moines. Input was allowed and it was recommended the plan be scrapped and started from scratch.

VII. Old Business

- a. Election Update – Rick provided the council with the election timeline. He also stated that the nomination forms are on the website. Melanie will send an email to all voting P&S member reminding them to submit nominations. She stated that there will be the ability to write-in candidates on the ballot. She also reminded the council that current members whose term is up, still need to fill out nomination forms. It was encouraged to those whose term is ending to seek out others from their area who would be interested in sitting on the council. Michelle provided updated division numbers to the council. Michael inquired as to how the representation of the Advancement Division will look. Melanie is going to look into the constitution on how to address this.

- VIII. Adjournment - Christina moved to adjourn the meeting, seconded by Rick. The meeting was adjourned at 2:05.

Respectfully Submitted,
Miranda Cornish
Human Resource Services

Professional and Scientific Staff Council

Divisions

AA – Academic Affairs
 AT – At Large
 FO – Finance & Operations
 PD – President’s Division
 SA – Student Affairs

Meeting No. 464
 Date of Meeting: March 10, 2016
 Place of Meeting: Maucker Presidential Room
 Meeting Convened: 1:30 p.m.
 Meeting Adjourned: 2:25 p.m.

<u>Members of the Council in Attendance</u>			
X	Melanie Abbas, ITS - 36452 - AA	P	Mark Rowe-Barth, WRC - 33423 - AT
X	Brooke Croshier-Sidebotham, F&O - 36636 - PD	X	Josh Sankey, Academic Advising - 33406 - AA
X	Karen Cunningham, Continuing Ed - 32504 - AA	X	Rick Seeley, ITS - 37218 - AT
P	Christina Geweke, OBO - 37505 - FO	X	Ashley Stewart, Dean of Students - 32332 - SA
X	Matt Gordon, ITS - 37624 - AA	P	Justin Szabo, Individual Studies - 32504 - AA
X	Cody Heglund, Advancement - 37118 - FO	P	Michelle Van Dorn, Athletic Sports Info - 35455 - PD
X	Nevin Nolte, ITS - 37228 - AA	X	Brittany Warren, Disability Services - 32677 - SA
X	Shelley Pruess, Maucker Union - 33743 - AT		

<u>Ex-Officio Member</u>			
Michelle Byers			
<u>Others</u>		<u>Proxy</u>	
Melissa Engdahl	Malissa Martin	Trisha Becker	Lynsey Kriegel
Michael Hager	Karen Paulsen	Monica Johnson	J.C. Last
		Amy Kliegl	Kristy Leen

- I. Welcome
 President Melanie Abbas called the meeting to order at 1:30.

- II. Approval of Minutes
 Rick Seeley moved to approve the minutes, seconded by Shelley.

- III. EMT Report – Michael Hager
 Michael provided a legislative status update. He also provided information on the recent Board of Regents meeting, the board is reviewing the strategic plan, its vision, mission and values. Michael asked the council to review the plan and provide any feedback to Kimberly Heffernan Moss. He provided an update on the Academic Master Plan, feedback on this can go to the Provost’s office. He also provided updates on the recent policy changes.

- IV. HRS Report – Michelle Byers
 Michelle noted that performance appraisal time is approaching, there is currently one training session still available but more will be added if needed. She also provided a summary of the benefit information email Katie Unland sent out earlier in the week.

- V. Committee Reports

- a. WWW Committee - J.C. - The site has been updated to drill down on the member page to provide term end date. A google doc has been created for members to input the term number they are on and the website will reflect this once the information is collected.
- b. Employee Issues Committee - Shelley- No report
- c. Policy & Procedures Committee - Nevin - Nevin said Policy 5.20 has been sent to Tim McKenna and will soon be in the public comment phase through InsideUNI. The next four policies up for review, 5.21, 5.22, 5.24, and 5.25 will be sent to the council for review prior to the April meeting.
- d. Employee Relations Committee -Karen- Karen stated the committee is beginning talks on the Regents Staff Excellence Awards.
- e. Salary & Fringe Benefit Committee -Matt- Matt summarized the results of the 2016 Salary & Fringe Benefit Survey after review with Michelle Byers and Katie Unland. Of 754 possible respondents, about 30% completed the survey. It was discussed to possibly communicate some of the concerns that UNI isn't able to control to P&S employees: family tuition reimbursement, FSA contributions, and sick leave payouts. Some of the processes we can look at as a result of the survey is the sick leave conversion policy and possibly doing some 'micro-surveys' to target specific areas of concern.

VI. New Business

- a. Melanie provided a President's Report. She provided information on the 3-2 dual-degree program, allowing physics and engineering majors to take classes through ISU while attending UNI. She also provided updates on the diversity initiatives across campus and the robotics competition coming to campus. She also noted the council will have to find someone to replace Brittany Warren's seat.

VII. Old Business

- a. Election Update – Rick provided the council with an update from the election committee. He stated nominations for the election close March 11. There has been a shortage of nominations, the council was asked to speak to peers to encourage participation. There are currently five spots to fill. Voting will open on March 21.

VIII. Adjournment - Rick moved to adjourn the meeting, seconded by Brooke. The meeting was adjourned at 2:25.

Respectfully Submitted,
Miranda Cornish
Human Resource Services

Professional and Scientific Staff Council

Divisions

AA – Academic Affairs
 AT – At Large
 FO – Finance & Operations
 PD – President's Division
 SA – Student Affairs

Meeting No. 465
 Date of Meeting: April 14, 2016
 Place of Meeting: CBB 1&3 Room
 Meeting Convened: 2:30 p.m.
 Meeting Adjourned: 3:32 p.m.

<u>Members of the Council in Attendance</u>			
<u>X</u>	Melanie Abbas, ITS - 36452 - AA	<u>P</u>	Mark Rowe-Barth, WRC - 33423 - AT
<u>X</u>	Brooke Croshier-Sidebotham, F&O - 36636 - PD	<u>A</u>	Josh Sankey, Academic Advising - 33406 - AA
<u>X</u>	Karen Cunningham, Continuing Ed - 32504 - AA	<u>P</u>	Rick Seeley, ITS - 37218 - AT
<u>X</u>	Christina Geweke, OBO - 37505 - FO	<u>A</u>	Ashley Stewart, Dean of Students - 32332 - SA
<u>X</u>	Matt Gordon, ITS - 37624 - AA	<u>X</u>	Justin Szabo, Individual Studies - 32504 - AA
<u>X</u>	Cody Heglund, Advancement - 37118 - FO	<u>A</u>	Michelle Van Dorn, Athletic Sports Info - 35455 - PD
<u>X</u>	Nevin Nolte, ITS - 37228 - AA	<u>X</u>	Rena Carrillo, Financial Aid – 32799 - SA
<u>X</u>	Shelley Pruess, Maucker Union - 33743 - AT		

<u>Ex-Officio Member</u>			
Michelle Byers			
<u>Others</u>		<u>Proxy</u>	
Melissa Engdahl	Michael Hager	Monica Johnson	Kristy Leen
Lisa Frush	Farah Kashef	J.C. Last	Dennis Reimer
Rob Green			

- I. Welcome
 President Melanie Abbas called the meeting to order at 2:30.
- II. Approval of Minutes
 Christina moved to approve the minutes, seconded by Shelley.
- III. EMT Report – Michael Hager
 Michael provided information from the recent cabinet meeting including: updates to the Vice President of Student Affairs and Chief Diversity Officer searches, the City of Cedar Falls Strategic Plan and how it affects UNI, a presentation on Energy Management on campus, the HERC program, updated food policy 13.17.
- IV. HRS Report – Michelle Byers
 Michelle reminded the council that the Performance Appraisal Training was recorded and available on our website. She spoke about the upcoming Biometric Screening and of the postcards going out to encourage spouses and significant others to take part. She also provided information from the annual review meeting with Wellmark; generic utilization is up, 99% of claims paid were to 'in-network' providers, overall there is a higher average cost per member in higher education and UNI's costs exceed the higher education average.

V. Committee Reports

- a. WWW Committee - J.C. - The site has been updated to include February minutes and March agenda. The election information will be coming down. And, the member pages have been updated with term numbers.
- b. Employee Issues Committee - Shelley- No report
- c. Policy & Procedures Committee - Nevin – Policy 5.02 went to comments. Michelle has the comments and will pull the group together to review them. After the review meeting, the updated policy will go to the cabinet.
- d. Employee Relations Committee -Karen- The council was reminded to submit any P&S Regents Award nominations by 04/25/16.
- e. Salary & Fringe Benefit Committee -Matt- Salary & Fringe Benefits survey follow ups and FAQ's will be ready to post to the website after following up with Katie Unland on some items. Matt and Melanie will meet with President Ruud to offer the salary recommendation letter. The committee requested the council's approval of the letter. A few minor wording changes were suggested. Nevin motioned to approve as amended, seconded by Brooke.

VI. New Business

- a. Melanie will be attending the Board of Regents meeting on behalf of the P&S Council. She will read a statement, she has worked with the Council Presidents at Iowa and Iowa State to provide a unified message. She provided the statement to the council and ask that any feedback be emailed to her.
- b. Provost Wohlpart provided information on the Quality Initiative Program Proposals. There were 36 proposals submitted. With participation from faculty, staff, and students, three potential proposals were developed; Proposal 1: Broad Goals for a Revision of the Liberal Arts Core (LAC), Proposal 2: A Cultural Shift at UNI: Toward a Diverse and Inclusive Community, Proposal 3: Diverse and Civically Engaged Campus. Provost Wohlpart is speaking to as many groups around campus as possible looking for feedback. Of the three proposals, the LAC proposal has been the most controversial.

VII. Old Business

- a. Election Announcements – Melanie provided the results of the council elections. From Academic Affairs: Melanie Abbas & Adam Puls; At Large: Rob Green, J.C. Last, & Michelle Van Dorn; Student Affairs: Shelley Pruess.
- b. Michael also provided a legislative update. The Board requested 20 million in funds for the 3 state schools. While the state wasn't able to secure the amount the Board of Regents is looking for, what they've designated for UNI shows they are recognizing that UNI is in a different position than Iowa and Iowa State. The shortfall does mean that UNI will be requesting a tuition increase. Enrollment is looking good for the Fall semester.

VIII. Adjournment - Christina moved to adjourn the meeting, seconded by Shelley. The meeting was adjourned at 3:32.

Respectfully Submitted,
Miranda Cornish
Human Resource Services

Professional and Scientific Staff Council

Divisions

AA – Academic Affairs
 AT – At Large
 FO – Finance & Operations
 PD – President's Division
 SA – Student Affairs

Meeting No. 466
 Date of Meeting: May 12, 2016
 Place of Meeting: Maucker Presidential Room
 Meeting Convened: 1:30 p.m.
 Meeting Adjourned: 2:15 p.m.

<u>Members of the Council in Attendance</u>			
<u>X</u>	Melanie Abbas, ITS – 36452 – AA	<u>P</u>	Nevin Nolte, ITS - 37228 - AA
<u>X</u>	Renae Carrillo, Financial Aid – 32799 - SA	<u>X</u>	Shelley Pruess, Maucker Union - 33743 - AT
<u>X</u>	Brooke Croshier-Sidebotham, F&O - 36636 - PD	<u>P</u>	Mark Rowe-Barth, WRC - 33423 - AT
<u>X</u>	Karen Cunningham, Continuing Ed - 32504 - AA	<u>P</u>	Rick Seeley, ITS - 37218 - AT
<u>X</u>	Christina Geweke, OBO - 37505 - FO	<u>X</u>	Ashley Stewart, Dean of Students - 32332 - SA
<u>X</u>	Matt Gordon, ITS - 37624 - AA	<u>P</u>	Justin Szabo, Individual Studies - 32504 - AA
<u>X</u>	Cody Heglund, Advancement - 37118 - FO	<u>X</u>	Michelle Van Dorn, Athletic Sports Info - 35455 - PD
<u>X</u>	Lori Miller, Research & Sponsored Programs – 34321 - AA		

<u>Ex-Officio Member</u>			
Michelle Byers			
<u>Others</u>		<u>Proxy</u>	
A.Jay Behnke	Farah Kashef	Jacie Dahlstrom	J.C. Last
Angie Chaplin	Adam Puls	Shawna Haislet	Dennis Reimer
Melissa Engdahl	Paula Van Zee		
Michael Hager	Jim Volgarino		

- I. Welcome
 President Melanie Abbas called the meeting to order at 1:30.
- II. Approval of Minutes
 Brooke moved to approve the minutes, seconded by Christina.
- III. EMT Report – Michael Hager
 Michael provided information from the recent cabinet meeting. He updated on the budget developments, Vice President for Student Affairs search, Chief Diversity Officer Search, and strategic sourcing.
- IV. HRS Report – Michelle Byers
 Michelle provided an update on the Fair Labor Standards Act (FLSA). The ruling from the Department of Labor is expected soon. Approximately 160 P&S employees across campus fall under the expected \$47,000 threshold, which means many of these individuals may need to be changed to being paid on an hourly basis. While those who are moved will need to submit a weekly timecard

instead of a monthly timecard, from a paycheck standpoint, the process should be seamless. Michelle answered the group's questions related to the anticipated FLSA ruling.

V. Committee Reports

- a. WWW Committee - J.C. – The 2016 Council Election results and President Ruud's Salary Response letter have been posted to the site.
- b. Employee Issues Committee - Shelley- No report
- c. Policy & Procedures Committee - Melanie – The committee met last week and made some minor updates. This will now be sent to Michelle to take to the Cabinet Policy & Procedures Committee. They will begin working on the next batch of changes for council review at their next meeting. This committee could use some additional members.
- d. Employee Relations Committee -Karen- The committee received a good amount of applications for the P&S Regents Award nominations and will be reviewing them soon.
- e. Salary & Fringe Benefit Committee -Matt- Details were provided from President Ruud's Salary Response letter. The committee is also still discussing ways to educate employees on benefits.

VI. New Business

- a. Melanie introduced the new members of the council; Adam Puls, Lori Miller, Jim Volgarino, Michelle Van Dorn, J.C. Last, Rob Green, and Shelley Pruess.
- b. Melanie provided the President's Report. She gave updates on the salary letter and the Board of Regents Meeting she attended in Council Bluffs. While attending the meeting, she also met with P&S Council members from the other Regents schools. It would be good to keep this amongst the three councils.
- c. Melanie facilitated the Officer Elections. She opened the floor for President nominations. J.C. nominated Matt. There were no other nominations and Melanie closed and called for a verbal vote from current members. Matt was named President.
Melanie then opened the floor for Vice President. Matt nominated Christina. There were no other nominations and Melanie closed and called for a verbal vote. Christina was named Vice President.

VII. Old Business

- a. No old business.

VIII. Adjournment - Matt moved to adjourn the meeting, seconded by Michelle. The meeting was adjourned at 2:15.

Respectfully Submitted,
Miranda Cornish
Human Resource Services

Professional and Scientific Staff Council

Divisions

AA – Academic Affairs
 AT – At Large
 FO – Finance & Operations
 PD – President’s Division
 SA – Student Affairs

Meeting No. 467
 Date of Meeting: June 9, 2016
 Place of Meeting: Gilchrist 009
 Meeting Convened: 1:30 p.m.
 Meeting Adjourned: 2:15 p.m.

Members of the Council in Attendance			
P	Brooke Croshier-Sidebotham, F&O - 36636 - PD	P	Mark Rowe-Barth, WRC - 33423 - AT
X	Karen Cunningham, Continuing Ed - 32504 - AA	P	Rick Seeley, ITS - 37218 - AT
X	Christina Geweke, OBO - 37505 - FO	X	Ashley Stewart, Dean of Students - 32332 - SA
X	Matt Gordon, ITS - 37624 - AA	X	Justin Szabo, Individual Studies - 32504 - AA
X	Cody Heglund, Advancement - 37118 - FO	X	Michelle Van Dorn, Athletic Sports Info - 35455 - PD
—	Lori Miller, Research & Sponsored Programs – 34321 - AA		
X	Nevin Nolte, ITS - 37228 - AA		
X	Shelley Pruess, Maucker Union - 33743 - AT		

Ex-Officio Member			
Michelle Byers			
Others		Proxy	
Melissa Engdahl		Monica Johnson	Jenny Lynes
Melissa Martin		Shawna Haislet	
Kyle Steinacher			
Adam Puls			

- I. Welcome
 President Matt Gordon called the meeting to order at 1:30.

- II. Approval of Minutes
 Shelley moved to approve the minutes, seconded by Michelle.

- III. EMT Report – No report as Michael Hager was attending Regents meeting in Des Moines.

- IV. HRS Report – Michelle Byers
 Michelle provided an update on the Fair Labor Standards Act (FLSA). The implementation deadline is December 1st, but hope to make changes effective in November and it will be ideal to give employees at least one pay check notice regarding pay basis and timecards. Michelle advised HRS is meeting with directors and individual departments and working with payroll regarding programming changes in order to use the hourly-paid-salary basis for P&S employees. Information is on the website and HRS will continue to add and update information. HRS is also working on a comp time policy for P&S employees. Michelle answered the group’s questions related to the FLSA ruling.

Committee Reports

- v. a. WWW Committee - No report.
- b. Employee Issues Committee - Shelley- No report.
- c. Policy & Procedures Committee - Nevin – Changes have been made to policy 5.2. The committee needs to meet and then send to Cabinet.
- d. Employee Relations Committee -Karen- No report.
- e. Salary & Fringe Benefit Committee -Matt- No report.

VI. New Business

- a. Matt advised that year-end committee reports need to be submitted by 8/1/16.
- b. Matt spoke about committee leadership and advised everyone to think about what committees they could like to be on. Committees will be finalized at the July meeting.
- c. Matt provided the Presidents Report. He gave an update on the strat meeting he attended advising work began to rewrite the vision and mission. A summer/fall forum for staff will occur in August or September.
He also provided an update from the 5/18/16 legislative meeting. The budget is short, but should be able to close the gap to 600,000 with fall enrollment. The state legislators are alums and recognize the need for funding UNI.
Matt provided an update on the Director of Admissions search advising that open forums were complete.
The Board of Regents is discussing the search process for President Ruud's replacement. The farewell reception for President Ruud was well attended with Joe Gorton giving a glowing speech about the President

VII. Old Business

- a. No old business.

- VIII. Adjournment - Justin moved to adjourn the meeting, seconded by Nevin. The meeting was adjourned at 2:15.

Respectfully Submitted,
Melissa Engdahl
Human Resource Services

Professional and Scientific Staff Council

Divisions

AA – Academic Affairs
 AT – At Large
 FO – Finance & Operations
 PD – President's Division
 SA – Student Affairs
 UA – University Advancement

Meeting No. 468
 Date of Meeting: July 14, 2016
 Place of Meeting: CBB 1 & 3
 Meeting Convened: 1:30 p.m.
 Meeting Adjourned: 2:45 p.m.

<u>Members of the Council in Attendance</u>			
X	Brooke Croshier-Sidebotham, UNI-Dome - 36636 - PD	X	Shelley Pruess, Maucker Union - 33743 - AT
X	Christina Geweke, OBO - 37505 - FO	P	Adam Puls, ITS – 36814 - AA
X	Matt Gordon, ITS - 37624 - AA	X	Rick Seeley, ITS - 37218 - AT
X	Rob Green, Library – 36273 - AT	A	Ashley Stewart, Dean of Students - 32332 - SA
X	Cody Heglund, Advancement - 37118 - UA	X	Justin Szabo, Individual Studies - 32504 - AA
X	J.C. Last, ITS – 33024 - AT	X	Michelle Van Dorn, Athletic Sports Info - 35455 - AT
X	Lori Miller, Research & Sponsored Programs – 34321 - AA	A	Jim Volgarino, Technology – 37217 - AA
X	Nevin Nolte, ITS - 37228 - AA		

<u>Ex-Officio Member</u>			
<u>Others</u>		<u>Proxy</u>	
Melanie Abbas	Michael Hager	Monica Johnson	
A.Jay Behnke	David Harris	Michael Wilson	
Angie Chaplin	Jenny Lynes		
Chris Denison	Malissa Martin		
Melissa Engdahl	Paula Van Zee		

- I. Welcome
 President Matt Gordon called the meeting to order at 1:30.

- II. Approval of Minutes
 Shelley moved to approve the minutes as amended, seconded by Brooke.

- III. EMT Report – Michael Hager
 Michael reported that Brenda Bass will take over as Interim Provost, effective August 1. He also provided updates on the Vice President for Student Affairs search and the Board of Regents' President Search. He also provided information on the upcoming BOR meeting Monday, topics to be covered include; Updating the BOR policy manual, tuition, and budget approval.

- IV. HRS Report – Melissa Engdahl
 Melissa introduced Jen Cole who will be taking over minute duties for council meetings. She also provided updates on the Benefits Administrator and Employee & Relations Coordinator positions.

V. Committee Reports

- a. WWW Committee - J.C. – The website is updated with new members and to include additional information in the About Us section. If there are any issues, please contact J.C.
- b. Employee Issues Committee - Shelley- One issue in process, it's been through the proper channels and is potentially resolved.
- c. Policy & Procedures Committee - Nevin – Policy 5.20 has been sent to Michelle then will go onto Tim McKenna for review before being presented at the Cabinet meeting.
- d. Employee Relations Committee – Matt – The year-end report was submitted and is on the web site.
- e. Salary & Fringe Benefit Committee – Matt – No report from the committee but J.C. did bring up a concern regarding the sick leave policy as it relates to placement of a foster child. Melissa was going to look into this further and follow up with Matt.

VI. New Business

- a. Guest speaker David Harris – David presented the council with the initiatives and priorities he's been working on since becoming Athletic Director.
- b. Constitutional Amendment Presentation – Matt presented a slide show & proposed amendment to the P&S Council Constitution. This amendment would increase the number of council seats to be filled as the number of P&S staff on campus has increased.
- c. Council President's Report – Matt provided updates on the Strategic Planning Committee, 2017 BOR meetings, BOR changes to the phased retirement policy, ISU P&S staffing decrease, the need for State Fair volunteers, and the need for additional membership on a few committees. He also asked that committees turn in the year end reports by August 1.

VII. Old Business

- a. No old business.

VIII. Adjournment – Matt asked for a motion to adjourn the meeting. Nevin moved to adjourn the meeting, seconded by Rob. The meeting was adjourned at 2:45.

Respectfully Submitted,
Miranda Cornish
Human Resource Services

Professional and Scientific Staff Council

Divisions

AA – Academic Affairs
 AT – At Large
 FO – Finance & Operations
 PD – President's Division
 SA – Student Affairs
 UA – University Advancement

Meeting No. 469
 Date of Meeting: August 11, 2016
 Place of Meeting: Maucker Presidential Room
 Meeting Convened: 1:30 PM
 Meeting Adjourned: 2:10 PM

<u>Members of the Council in Attendance</u>			
P	Brooke Croshier-Sidebotham, UNI-Dome - 36636 - PD	X	Shelley Pruess, Maucker Union - 33743 - AT
X	Christina Geweke, OBO - 37505 - FO	X	Adam Puls, ITS – 36814 - AA
X	Matt Gordon, ITS - 37624 - AA	P	Rick Seeley, ITS - 37218 - AT
X	Rob Green, Library – 36273 - AT	X	Ashley Stewart, Dean of Students - 32332 - SA
X	Cody Heglund, Advancement - 37118 - UA	X	Justin Szabo, Individual Studies - 32504 - AA
X	J.C. Last, ITS – 33024 - AT	X	Michelle Van Dorn, Athletic Sports Info - 35455 - AT
X	Lori Miller, Research & Sponsored Programs – 34321 - AA	P	Jim Volgarino, Technology – 37217 - AA
X	Nevin Nolte, ITS - 37228 - AA		

<u>Ex-Officio Member</u>			
<u>Others</u>		<u>Proxy</u>	
Jeff Van Gelder	Scott Klahren	Kyle Steinacher	
Malissa Martin	Angie Chaplin	Matthew Tenney	
Michael Hager	Melissa Engdahl	Jay Hileman	
A Jay Behnke			
Paula Van Zee			

- I. Welcome
 President Matt Gordon called the meeting to order at 1:30.

- II. Approval of Minutes
 Cody moved to approve the minutes as amended, seconded by Shelley.

- III. EMT Report – Michael Hager
 Michael reported enrollment numbers are on track for meeting budget. There will be town hall meetings for the Strategic Planning process in mid-September, with approval being sought at the October board meeting. A temporary road closure may be done at W. 27th St. and Ohio St. due to heavy vehicle and pedestrian traffic, and a permanent closure would be done if proven to be beneficial. Michael strongly encouraged everyone to participate in a listening session with the Board of Regents for the president search. AGB has been chosen as the consulting firm to assist with selection of the president. Patrick Pease has been named Interim Dean of CSBS. Ten Iowa legislative staff members recently visited and were brought up to speed on various areas of campus.

IV. HRS Report – Melissa Engdahl

Melissa provided updates on the Benefits Administrator and Employee & Relations Coordinator open positions. TIAA is offering a seminar on Charting Your Course: A Financial Guide for Women on August 30. This is the last week of summer office hours. Due to FLSA changes, affected positions are currently being reviewed, and those employees will be notified.

V. Committee Reports

- a. Web Committee – J.C. – The elected council members section of the website will be redesigned to list by division. An update will be installed to prevent spam email from coming through the form on the website.
- b. Employee Issues Committee – Shelley – Nothing to report.
- c. Policy & Procedures Committee - Nevin – Policy 5.20 has been submitted to the Review Committee and are waiting to hear back.
- d. Employee Relations Committee – Matt – Nothing to report.
- e. Salary & Fringe Benefit Committee – Matt – Nothing to report.

VI. New Business

- a. Guest speaker Kara Hadley-Shakya, Director of Admissions – Kara presented on Admissions plans for the next recruitment cycle of fall 2017.
- b. Approve committee members and chairs – Matt moved to approve the following committee chairs: J.C. Last – Web; Rob Green – Employee Relations; Shelley Pruess – Employee Issues; Nevin Nolte – Policies and Procedures; Cody Heglund – Salary and Fringe Benefits.
- c. Council President's Report – Matt provided updates on AGB being chosen as the consulting firm for the president search, the Strategic Planning Committee, and the Constitutional Committee.

VII. Old Business

- a. No old business.

VIII. Adjournment – Matt asked for a motion to adjourn the meeting. Rob moved to adjourn the meeting, seconded by Nevin. The meeting was adjourned at 2:10 PM.

Respectfully Submitted,
Jen Cole
Human Resource Services

Professional and Scientific Staff Council

Divisions

AA – Academic Affairs
 AT – At Large
 FO – Finance & Operations
 PD – President's Division
 SA – Student Affairs
 UA – University Advancement

Meeting No. 470
 Date of Meeting: September 8, 2016
 Place of Meeting: Maucker Presidential Room
 Meeting Convened: 1:30 PM
 Meeting Adjourned: 2:18 PM

<u>Members of the Council in Attendance</u>			
X	Brooke Croshier-Sidebotham, UNI-Dome - 36636 - PD	X	Shelley Pruess, Maucker Union - 33743 - AT
X	Christina Geweke, OBO - 37505 - FO	A	Adam Puls, ITS – 36814 - AA
X	Matt Gordon, ITS - 37624 - AA	P	Rick Seeley, ITS - 37218 - AT
X	Rob Green, Library – 36273 - AT	P	Ashley Stewart, Dean of Students - 32332 - SA
X	Cody Heglund, Advancement - 37118 - UA	X	Justin Szabo, Individual Studies - 32504 - AA
X	J.C. Last, ITS – 33024 - AT	X	Michelle Van Dorn, Athletic Sports Info - 35455 - AT
X	Lori Miller, Research & Sponsored Programs – 34321 - AA	X	Jim Volgarino, Technology – 37217 - AA
X	Nevin Nolte, ITS - 37228 - AA		

<u>Ex-Officio Member</u>			
Michelle Byers			
<u>Others</u>		<u>Proxy</u>	
Jeff Van Gelder		Dennis Reimer	
Malissa Martin		Jonathan Cox	
Melissa Engdahl			
Monica Johnson			

- I. Welcome
 President Matt Gordon called the meeting to order at 1:30.
- II. Approval of Minutes
 Last month's meeting minutes were reviewed. Matt asked for a motion to approve the minutes as shown. Rob moved to approve the minutes, seconded by Shelley.
- III. EMT Report – no report
- IV. HRS Report – Michelle Byers
 Michelle announced the open Employee & Labor Relations Coordinator position will be filled by Toni Babcock, who will be starting September 19th. Free flu shots will be offered to faculty and staff members at various walk-in clinics on campus in September and October. The Employee Benefits and Well-being Fair will be held October 12th, with details to be announced. All departments affected by FLSA changes have been contacted, and now the Employment team is narrowing down individuals affected by the changes. The goal is to have everything communicated and completed by the end of October, in order to meet the December 1st deadline.

V. Committee Reports

- a. Web Committee – J.C. – There have been a few content updates to the website. The first committee meeting will be held next week, to discuss the current state of the website and any new changes.
- b. Employee Issues Committee – Shelley – Nothing to report.
- c. Policy & Procedures Committee - Nevin – Policy 5.20 is being reviewed by the Review Committee. Once they receive feedback or approval, then the committee will meet again.
- d. Employee Relations Committee – Rob – The committee will meet next week to discuss the upcoming Meet the President event, the Regents Staff Excellence Award, and conducting a P&S Staff Survey about the committee.
- e. Salary & Fringe Benefit Committee – Cody – A committee meeting will be scheduled soon, with the main topic being FLSA.

VI. New Business

- a. Guest speakers Joe Gorton and Sarah Eastman, Panther PAC – Joe and Sarah spoke about their roles with the Panther PAC, which is an independent, non-partisan group that strives to support politicians who will support UNI's best interests in the legislature.
- b. Council President's Report – Matt provided updates on the Strategic Planning Committee and the Constitutional Committee. Christina provided an update on the Presidential Search Committee. Matt also spoke about the Board of Regents meeting and the results of funding requests that were occurring that day. Following up with the guest speakers' presentation, Michelle stated since Panther PAC is a non-partisan group, employee involvement is acceptable, but since they are independent from the University, employees should not use their University email or computer to participate.

VII. Old Business

- a. No old business.

VIII. Adjournment – Matt asked for a motion to adjourn the meeting. Justin moved to adjourn the meeting, seconded by Christina. The meeting was adjourned at 2:18 PM.

Respectfully Submitted,
Jen Cole
Human Resource Services

Professional and Scientific Staff Council

Divisions

AA – Academic Affairs
 AT – At Large
 FO – Finance & Operations
 PD – President's Division
 SA – Student Affairs
 UA – University Advancement

Meeting No. 471
 Date of Meeting: October 13, 2016
 Place of Meeting: Maucker Presidential Room
 Meeting Convened: 1:30 PM
 Meeting Adjourned: 2:42 PM

<u>Members of the Council in Attendance</u>			
X	Brooke Croshier-Sidebotham, UNI-Dome - 36636 - PD	X	Lori Miller, Research & Sponsored Programs – 34321 - AA
X	Christina Geweke, OBO - 37505 - FO	X	Shelley Pruess, Maucker Union - 33743 - AT
X	Matt Gordon, ITS - 37624 - AA	X	Adam Puls, ITS - 36814 - AA
X	Rob Green, Library - 36273 - AT	X	Rick Seeley, ITS - 37218 - AT
X	Cody Heglund, Advancement - 37118 - UA	X	Ashley Stewart, Dean of Students - 32332 - SA
X	J.C. Last, ITS - 33024 - AT	X	Justin Szabo, Individual Studies - 32504 - AA
X	Patrick Luensmann, BCS - 34335 - AA	X	Michelle Van Dorn, Athletic Sports Info - 35455 - AT

<u>Ex-Officio Member</u>			
Michelle Byers			
<u>Others</u>		<u>Proxy</u>	
Toni Babcock	Michael Hager		
Robyn Bredvick	Malissa Martin		
Angie Chaplin			
Leroy Corwin			
Melissa Engdahl			

- I. Welcome
 President Matt Gordon called the meeting to order at 1:30.
- II. Announcements
 Patrick Luensmann will fill the vacant spot on the P&S Council, due to Nevin Nolte leaving UNI. Lori Miller will be the new Policies and Procedures chair to replace Nevin.
- III. Approval of Minutes
 Last month's meeting minutes were reviewed. Matt asked for a motion to approve the minutes as shown. Shelley moved to approve the minutes, seconded by Rob.
- IV. EMT Report – Michael Hager
 October 19th is the application deadline for the presidential search. Candidates will be on campus the week of November 28th, and the Board of Regents will meet on December 6th to interview finalists and announce the new UNI President. November 11th is the application deadline for the VP of Student Affairs position, and candidates will be on campus the 3rd or 4th week in January.

- V. HRS Report – Michelle Byers
Benefits open enrollment starts October 17th. 351 employees signed in at the Employee Benefits and Well-being Fair on October 12th, and other activities will continue through the month of October. The majority of employee notifications have gone out for any changes due to FLSA. Training sessions will start October 20th for those who will have timecard changes, due to now being overtime eligible. Any salary increases occurring due to FLSA changes will go into effect November 27th. Employees moving to straight hourly will start November 20th, and employees moving to hourly paid salary will start November 1st.
- VI. Committee Reports
- a. Web Committee – J.C. – There have been a few updates to the website – direct links to the P&S constitution, members, agendas and minutes. There is also a draft of the proposed constitution.
 - b. Employee Issues Committee – Shelley – Nothing to report.
 - c. Policy & Procedures Committee – Lori – The committee met on September 23rd. Policies 5.20 and 8.20 are going through the approval process.
 - d. Employee Relations Committee – Michelle – The 2016 Fall Social event will be November 8th from 12:00-1:00 PM. Bring your own lunch, with snacks and beverages provided. Everyone is highly encouraged to attend.
 - e. Salary & Fringe Benefit Committee – Cody – The committee met a few weeks ago, and Cody also met with HR to discuss FLSA.
- VII. New Business
- a. Introduce New Constitution – Matt presented on behalf of the Constitutional Committee for proposed changes to the P&S Council constitution. Comments for revisions were made by meeting attendees. Matt asked that any other comments be sent to him by October 20th. Matt motioned to put the draft out for review, with a vote occurring on November 2nd, seconded by Michelle. After discussion and reviewing the current constitution's process for amendments, Christina voted to rescind the previous vote, seconded by Matt. The first reading of the second draft will be done at the November 10th meeting.
 - b. Council President's Report – Matt provided an update on the Strategic Planning Committee. Local legislators held a town hall forum on September 15th, and will hold a meeting with student government on October 17th. Michelle also added the comp time policy 4.15 is now posted for comments for two weeks, to be effective November 1st.
- VIII. Old Business
- a. No old business.
- IX. Adjournment – Matt motioned to adjourn the meeting, seconded by J.C. The meeting was adjourned at 2:42 PM.

Respectfully Submitted,
Jen Cole
Human Resource Services

Professional and Scientific Staff Council

Divisions

- AA – Academic Affairs
- AT – At Large
- FO – Finance & Operations
- PD – President’s Division
- SA – Student Affairs
- UA – University Advancement

Meeting No. 472
 Date of Meeting: November 10, 2016
 Place of Meeting: Maucker Presidential Room
 Meeting Convened: 1:30 PM
 Meeting Adjourned: 1:52 PM

<u>Members of the Council in Attendance</u>			
X	Brooke Croshier-Sidebotham, UNI-Dome - 36636 - PD	X	Shelley Pruess, Maucker Union - 33743 - AT
A	Christina Geweke, OBO - 37505 - FO	X	Adam Puls, ITS - 36814 - AA
X	Matt Gordon, ITS - 37624 - AA	X	Rick Seeley, ITS - 37218 - AT
X	Rob Green, Library - 36273 - AT	A	Ashley Stewart, Dean of Students - 32332 - SA
A	Cody Heglund, Advancement - 37118 - UA	X	Justin Szabo, Individual Studies - 32504 - AA
X	J.C. Last, ITS - 33024 - AT	X	James Tanzosch, Procurement Services - 35811 - AA
X	Patrick Luensmann, BCS - 34335 - AA	X	Michelle Van Dorn, Athletic Sports Info - 35455 - AT
A	Lori Miller, Research & Sponsored Programs – 34321 - AA		

<u>Ex-Officio Member</u>			
Michelle Byers			
<u>Others</u>		<u>Proxy</u>	
Jenny Becker			
Melissa Engdahl			
Lori Seawel			

- I. Welcome
 President Matt Gordon called the meeting to order at 1:30.
- II. Announcements
 James Tanzosch will be replacing Jim Volgarino on the P&S Council.
- III. Approval of Minutes
 Last month’s meeting minutes were reviewed. Matt asked for a motion to approve the minutes as amended. Rob moved to approve the minutes, seconded by Brooke.
- IV. EMT Report – no report
- V. HRS Report – Michelle Byers
 Benefits open enrollment ends November 18th. You can make changes to your health, dental and/or vision plans, and also enroll in flex spending. FLSA changes have been completed – all employees have been notified, and PAFs have been completed. The interim comp time policy is in effect, and will be sent to the cabinet and EMT for approval. There is a list of FAQ’s regarding FLSA on the HRS

website. Insurance premiums have been increased significantly for those on the Classic Blue health plan – notifications will be sent to employees and retirees who are still on this plan. The university is partnering with ISU – there is an option to opt in to their contract with a compensation classification consultant. We are starting to review vendor information to review the university's pay structure and classification structure.

VI. Committee Reports

- a. Web Committee – J.C. – There have been a few updates to the website – the constitution link goes to the current constitution, and the member display page has been updated. It now displays everyone by division.
- b. Employee Issues Committee – Shelley – Nothing to report.
- c. Policy & Procedures Committee – Matt – Policy 5.20 passed the cabinet. The next cabinet meeting is November 14th, and they will be reviewing the comp time policy.
- d. Employee Relations Committee – Rob – There were 85 attendees at the Fall Social event. Three Staff Excellence awards were given. We have sent a survey to all P&S staff, and have already gotten 124 responses already. The questions deal with the employee's feelings about the P&S Council, and what they would like to see us do. The survey will be open until the end of the month. Solicitations for the 2017 Regents Excellence Awards will start in January. A Presidential Meet and Greet will be scheduled for spring 2017.
- e. Salary & Fringe Benefit Committee – no report.

VII. New Business

- a. Council President's Report – Matt spoke about the presidential candidate visits happening in late November. If anyone would like to participate in the Q&A session, let Matt know. Faculty negotiations will be starting November 18th. Matt got feedback from 3 former P&S Council presidents regarding the constitutional review. The committee is working on cleanup of the draft.

VIII. Old Business

- a. No old business.

IX. Adjournment – Matt asked for a motion to adjourn the meeting. Rob motioned to adjourn the meeting, seconded by J.C. The meeting was adjourned at 1:52 PM.

Respectfully Submitted,
Jen Cole
Human Resource Services

Professional and Scientific Staff Council

Divisions

AA – Academic Affairs
 AT – At Large
 FO – Finance & Operations
 PD – President's Division
 SA – Student Affairs
 UA – University Advancement

Meeting No. 473
 Date of Meeting: December 8, 2016
 Place of Meeting: Maucker Presidential Room
 Meeting Convened: 1:30 PM
 Meeting Adjourned: 2:30 PM

<u>Members of the Council in Attendance</u>			
X	Brooke Croshier-Sidebotham, UNI-Dome - 36636 - PD	X	Shelley Pruess, Maucker Union - 33743 - AT
X	Christina Geweke, OBO - 37505 - FO	A	Adam Puls, ITS - 36814 - AA
X	Matt Gordon, ITS - 37624 - AA	X	Rick Seeley, ITS - 37218 - AT
X	Rob Green, Library - 36273 - AT	A	Ashley Stewart, Dean of Students - 32332 - SA
X	Cody Heglund, Advancement - 37118 - UA	X	Justin Szabo, Individual Studies - 32504 - AA
X	J.C. Last, ITS - 33024 - AT	X	James Tanzosch, Procurement Services - 35811 - AA
X	Patrick Luensmann, BCS - 34335 - AA	X	Michelle Van Dorn, Athletic Sports Info - 35455 - AT
X	Lori Miller, Research & Sponsored Programs – 34321 - AA		

<u>Ex-Officio Member</u>			
Michelle Byers			
<u>Others</u>		<u>Proxy</u>	
Angie Chaplin			
Melissa Engdahl			
Monica Johnson			

- I. Welcome
 President Matt Gordon called the meeting to order at 1:30.
- II. Approval of Minutes
 Last month's meeting minutes were reviewed. Matt asked for a motion to approve the minutes as shown. Justin moved to approve the minutes, seconded by Rick.
- III. Guest Speaker – Dr. Gaetane Jean-Marie, Dean of the College of Education spoke about her background in higher education, and future goals for the College of Education.
- IV. EMT Report – no report
- V. HRS Report – Michelle Byers
 On November 22nd, a U.S District Court judge granted a preliminary injunction of the FLSA overtime rule. UNI evaluated the decisions being made by the other state colleges and state agencies, and followed suit with reversing most of the changes that were made. The Department of Labor has filed an appeal. It is speculation that the appeal will not be processed by the US presidential

inauguration date in January 2017, so the new administration would be involved with future decisions if this is the case. The enrollment period for flex spending accounts has been extended until December 15th, due to ASI Flex's website issues and high traffic.

VI. Committee Reports

- a. Employee Issues Committee – Shelley – There was one issue – not sure if it has been resolved, but the employee was given the proper resources.
- b. Web – J.C. – The Employee Issues Committee member list was updated.
- c. Employee Relations Committee – Rob – The P&S Council survey has been closed – 175 responses were received. They will be looking at data at the next committee meeting on December 9th. The results will be sent out via email.
- d. Salary & Fringe Benefit Committee – Cody – They will be keeping an eye on faculty negotiations.
- e. Policy & Procedures Committee – Lori – no report.

VII. New Business

- a. Council President's Report – Matt, Patrick and Christina had a chance to meet UNI's new president, Mark Nook. Matt has reached out to the President's Office – he would like to establish more meetings between the President and the P&S Council. The P&S Council email and calendar is being set up as a departmental email/calendar. The Constitutional Review Committee will be sending out an email to committee members to review the proposed changes. Matt has been working with Melissa Engdahl on getting a list of new P&S employees, in order to get them involved with the P&S Council and inviting them to meetings. Elections will be in January, and volunteers are being sought for the Nominating Committee.

VIII. Old Business

- a. No old business.

IX. Adjournment – Matt asked for a motion to adjourn the meeting. Rick motioned to adjourn the meeting, seconded by Christina. The meeting was adjourned at 2:30 PM.

Respectfully Submitted,
Jen Cole
Human Resource Services