

Professional and Scientific Staff Council

FINAL

Divisions

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

Meeting No. 494520
 Date of Meeting: January 14, 2021
 Place of Meeting: Zoom
 Meeting Convened: 1:30 PM
 Meeting Adjourned: 2:20PM

<u>Members of the Council in Attendance</u>			
X	Rachael Bair, Advancement - 34718 - UA	X	Stephanie Rojas, Study Abroad - 32804 - AA
X	Brooke Croshier-Sidebotham, UNI-Dome-36636- PD	X	Patrick Sedlacek, IT – 33060 - AA
X	Cristy Freeburg, Business Operations – 37602 - FO	X	Heidi Seegers, COE Student Advising – 32486 - AA
A	Farah Kashef, IT - 37766 - AA	X	Paula VanZee, Study Abroad - 37078 - AA
A	Kristina Kofoot, Undergraduate Studies - 34507 - AA	X	Jeff Van Gelder, Campus Supply - 32451 - FO
X	J.C. Last, IT - 33024 - AA	X	Janel Newman, Dean of Students -AT
X	Kristy Leen, Recreation Services - 37167 - SA	X	Matt Gordon, IT - UA
X	Chiquita Loveless, DI&SJ - 33040 - SA	X	Nickole Dillard, Edu. Opportunity Cntr. - PD
X	Nick Petersen, IT - 36970 - AA		

<u>Ex-Officio Member</u>			
Michelle Byers			
<u>Others</u>			
Amy Kliegl	Holly Jongedyk	Linda Wilson	Rachel Emerson
Bruce Bowler	Jean Wisely	Malissa Martin	Sarah Goblirsch
Bryan Beardsley	Jeffrey Ries	Melissa Engdahl	Pamela Musoke
Gail Bunz	Jenna Petersen	Michael Hager	Sharon Hannasch
Carolina Coronado-Park	Kalyani Kannan	Michelle Van Dorn	Susan Basye
Heidi Seegers	Kelly Destival	Mike Bobeldyk	Todd Parsons
Heidi Patterson	Kristine Nemec	Molly Taiber	

I. Welcome

President J.C. Last called the meeting to order at 1:30 PM.

II. Approve Minutes

Nick Petersen motioned to approve the previous meeting minutes as written, seconded by Paula VanZee.

III. Cabinet Report – Michael Hager

- a. Provost and Executive Vice President, Jim Wohlpart will be leaving UNI at the end of June to become president of Central Washington University.
- b. Housing and Dining Executive search is currently open. Goal is to fill the position by the end of spring semester.
- c. Joyce Morrow, University Registrar, will be retiring at the end of spring semester.

IV. HRS Report – Michelle Byers

- a. Tuition Reimbursement Program has been reinstated during the spring semester.
- b. P&S employees received salary increases on January 1st, 2021. Salary increase is available to look up in eBiz.
- c. President Trump signed CARES Act extension. UNI has extended 2-week COVID sick leave to be used through June 30, 2021. Family CARES Act ended December 31st, 2020 and will not be extended.
- d. Return to campus for spring semester is January 19th. Offices will be open as usual, and operations will look similar to the fall semester in order to limit contact and exposure. Continue to promote virtual meetings whenever possible.
- e. At this time there are no updates on a vaccination timeline. Employees in the Student Health Center will be first in line to receive vaccinations once available.

V. Committee Reports

- a. Communications – Stephanie: Next Newsletter will come out in early February. Volunteer openings will be listed on Facebook page.
- b. Employee Issues –Paula VanZee: Met with a few employees and gave guidance on assistance and finding solutions. Any employee with an issue to report can contact Paula or any of the Employee Issues Committee. EAP is also available for employees to utilize when needed.
- c. Employee Relations – Brooke Croshier-Sidebotham: Dates requests have been sent to President Nook for a social event via zoom. Looking at dates in April. MLK Pack the Dome has been postponed due to the pandemic. North East Iowa Food Bank is always looking for volunteers of both individuals and groups. More information can be found on website, or you can reach out to the committee. Volunteer groups are limited to ten people and under.
- d. Salary and Benefits – Kristy Leen: Feedback received on supplement survey, more information to be sent out soon.
- e. Policies and Procedures – Kelly Destival: Working with HRS on updating Policy 5.21 and 5.24. Once HRS feedback has been received, committee can move forward.

VI. Old Business – None to report

VII. New Business –

- a) JC updated council on upcoming P&S Council elections. 2 seats open in AA, and 1 seat open in F&O, SA, and UA. HRS will be providing a count of P&S employees by division toward the end of January. Beginning of February will begin open call for nominations.
- b) JC shared with council information gathered from meeting with University of Iowa, and Iowa State P&S employees.
- c) With the Vaccine becoming available, be aware of potential scammers offering early access to vaccine.

VIII. Adjournment – Motion to adjourn was made by Brooke and seconded by Paula. Meeting was adjourned at 2:20 PM.

Respectfully Submitted,
Katie Sires
Human Resource Services