

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. 525
 Date of Meeting: April 08th, 2021
 Place of Meeting: Zoom
 Meeting Convened: 1:30 PM
 Meeting Adjourned: 2:50 PM

<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
X	Farah Kashef, IT - 37766 - AA	X	Paula VanZee, Study Abroad - 37078 - AA
X	Kristina Kofoot, Undergraduate Studies - 34507 - AA	X	Jeff Van Gelder, Campus Supply - 32451 - FO
X	J.C. Last, IT - 33024 - AA	A	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
A	Nick Petersen, IT - 36970 - AA		

<u>Ex-Officio Member</u>			
Michelle Byers			
<u>Others</u>			
Amy Kliegl	Jeffrey Ries	Michael Hager	Molly Taiber
Annie Marple	Jenny Leeper	Karla Whitney	Molly Ungs
Brenda Biersner	Jenny Connolly	Kristin Peiffer	Nathan Arndt
Bruce Bowler	Kelly Destival	Kristine Nemecc	Nickole Dillard
Carolina Coronado-Park	Joann Mulholland	Linda Nielsen	Paul Huber
Colby Reinking	Joellen Hatchett	Lisa Green	Paul Moes
Daniel Breitbart	John Degroote	Maggie Heretakis	Rachel Emerson
Danielle Weide	Kalyani Kannan	Malissa Martin	Rick Seeley
Doreen Hayek	Melissa Engdahl	Michelle Van Dorn	Ryan Dupuy

I. Welcome

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

II. Approve Minutes

Kristina motioned to approve the previous meeting minutes as written, seconded by Brooke.

III. Guest Speakers

None

IV. President's Cabinet Report – Michael Hager

Currently working on putting together a 1st amendment policy committee. New remote work task force committee will review the future of teleworking in order to best serve our employees and the University's needs. Task force chair will be Lisa Frush. Moving forward with in person commencement ceremonies. Continuing with Provost search, anticipating interviews to begin by the end of April or beginning of May. Be on alert for Zoom bombing, refer to recent email sent out with tips and practices to prevent future threats.

V. HRS Report – Michelle Byers

Everyone was sent a vaccine survey via email in order to get a better idea on numbers of vaccine's needed on campus. Clinics will start next week for students, faculty and staff. Be on the lookout for an email with registration instructions. When scheduling first vaccine dose, be sure you will be available exactly 3 weeks later for the second dose. Departments need to prepare for coverage if absences from vaccine appointments or vaccine side effects should occur. Effective April 1st, 2021, the American Rescue Plan Act allows employers to offer an updated 80 hours of paid COVID leave time that can be used for time missed due to receiving the vaccine, and also for any side-effect related leaves caused by the vaccine. If you received a vaccine prior to April 1st, this time cannot be coded as COVID sick leave.

VI. Committee Reports

- a. Communications – Stephanie: January, February and March will all be included in newsletter coming out end of April. Let Stephanie know of anything that should be included.
- b. Employee Issues – Kristina Kofoot/Paula VanZee: No new issues to report.
- c. Employee Relations – Brooke Croshier-Sidebotham: Spring Social was held this morning and was a great success!
- d. Policies and Procedures – Farah Kashef/Kelly Destival: First round of reviews completed for policy 5.20, currently waiting on input from HRS. First round of reviews for policy 5.23 will be starting soon.
- e. Salary and Benefits – Kristy Leen/Matt Gordon: Salary recommendation letter has been submitted to President Nook. Data based on the analysis over the last ten years.

VII. Old Business – None

VIII. New Business –

- a) Reviewing nominees for strategic planning committee. Deadline is at 5:00 pm on Friday, April 9th.
- b) Election Results are in. New members below will start committee on July 1st, 2021.
 - a AA – Carolina Coranado-Parks & Rick Seeley
 - b FO – Traci Buseman
 - c SA – Chiquita Loveless

d UA – Dan Breitbach

- c) Future of Work – Open Discussion: There was a discussion about the possibility of remote work remaining an option after returning back to campus. Benefits and challenges of working remotely were discussed.

IX. Adjournment – Motion to adjourn meeting was made by Farah and seconded by Brooke. Meeting was adjourned at 2:50 pm.

Respectfully Submitted,
Katie Sires
Human Resource Services