

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. 532
 Date of Meeting: November 11th, 2021
 Place of Meeting: Zoom
 Meeting Convened: 1:30 PM
 Meeting Adjourned: 3:00 PM

<u>Members of the Council in Attendance</u>			
X	Janel Alleyne, Dean of Students - 32332 - SA	X	J.C. Last, IT - 33024 - AT
X	Rachel Bair, University Advancement - 34718 - UA	X	Kristy Leen, Recreation Services - 37167 - SA
X	Dan Breitbach, Dev & Foundation - 37727 - UA	X	Todd Parsons, Academic Affairs – 33611 - AA
X	Traci Buseman, Financial Accounting - 34458 - FO	X	Missy Poock, UNI Bookstore – 34970 - FO
X	Carolina Coronado-Park, Int Engagement 32853 - AA	X	Nick Petersen, IT - 36970 - AT
A	Brooke Croshier-Sidebotham, UNI-Dome 36636 - PD	X	Heidi Seegers, COE Student Advising - 32486 - AA
X	Nickole Dillard, Edu. Opportunity Cntr. - 34772 - PD	X	Rick Seeley, IT - 37218 - PD
P	Cristy Freeburg, Continuing Ed - 37602 - AT	X	Molly Taiber, Edu. Opportunity Cntr. - 34774 - AA
X	Farah Kashef, IT - 37766 - PD	X	Paula VanZee, Study Abroad - 37078 - AA
X	Kristina Kofoot, Community Engagement 34507 - AA		

<u>Ex-Officio Member</u>			
Michelle Byers			
<u>Others</u>			
Andrew Conrad	Jean Wiesley	Ken Connelly	Pamela Musoke
Andrew Morse	Jeff Beneke	Kristine Nemec	Patrick Sedlacek
Ben Arnold	Jeffrey Ries	Linda Nielsen	Paul Huber
Cheryl Klahsen (proxy)	Jenny Becker	Linda Schroeder	Paul Moes
Chris Denison	Jenny Leeper	Linda Wilson	Robert Smith
David Oesterle	Joann Mulholland	Luke Bartlett	Sharon Hannasch
Doreen Hayek	John DeGroot	Marty Mark	Stephanie Rojas
Gail Bunz	Kalyani Kannan	Melissa Engdahl	Zak Larter
Heidi Patterson	Karla Whitney	Michael Hager	
Jaime West	Kelly Destival	Natalie Earnest	

I. Welcome

President Farah Kashef called the meeting to order at 1:30 PM. Farah announced that Kelsey Lund is no longer at UNI, and Missy Poock has accepted the request to fill the vacant Council seat.

II. Approve Minutes

Farah called for a motion to approve the previous meeting minutes as written. Kristina motioned to approve, seconded by Dan. Vote taken and motion carried.

III. Guest Speakers

Stacey Bentley and Robert Smith, 2021 campaign co-chairs, encourage UNI employees to donate to the Cedar Valley United Way. The campaign kickoff will be in mid-November.

Drew Conrad, Institute for Decision Making, gave an update on the UNI Strategic Planning process.

IV. President's Cabinet Report – Michael Hager

We will be entering Phase Two of Academic Positioning – watch for emails in the upcoming weeks from this group. We look to reposition our academic profile, taking greater advantage of the strengths we have and use resources for potential opportunities moving forward. The Iowa Board of Regents sent an email earlier this month, inviting employees to participate in a survey on free speech. There are movements happening at the national and state level regarding COVID, so be sure to monitor your emails for any changes.

V. HRS Report – Michelle Byers

Board of Regents President Michael Richards sent an email earlier this week about voluntarily submitting documentation of having received the COVID-19 vaccine. Open enrollment is this month, so be sure to read any communications about changes and take a look at your enrollments. Changes to your benefits can be made through November 30th.

VI. Old Business

- a. Workload Survey Presentation: Nick Petersen presented the results of the Work Satisfaction Survey, on behalf of the Employee Issues and Salary & Fringe Benefits Committees.

VII. Committee Reports

- a. Communications – JC/Stephanie: Working on Nov/Dec newsletter. The committee is looking for anyone who would be willing to help out during Stephanie's maternity leave. We are looking at ways to get information out to our employees – the newsletter email has a 60% open rate, with only 25-30% clicking on the "download newsletter" link.
- b. Employee Issues – Kristina/Paula: One issue came up regarding the EAP program, but Farah and HR took care of it.
- c. Employee Relations – Farah/Kristina: The fall social went well. The award recipients received a monetary stipend as well. An upcoming event is the Martin Luther King Jr. Day food packing event at the UNI-Dome on January 17th, 2022. They are hoping for a minimum of 400 volunteers. Workers will be social distanced and there will be reduced numbers at each line, while encouraging mask wearing and sanitizing. Contact Kristina if you are interested in being a line lead.
- d. Salary and Benefits – Kristy/Matt: Reminder to re-enroll in flex spending accounts for health and dependent care during this month's open enrollment.
- e. Policies and Procedures – Kelly/Heidi: Nothing new to report.

VIII. Old Business (continued)

- a. Ad hoc committee on election rules in the Constitution – JC: The committee had two meetings earlier this month. The following suggestions were made: removing the reference to spring break and using the 3rd full week in March instead; detailing the process of filling a vacant seat; and when reallocation of seats should occur if there is division reorganization.

IX. Adjournment – Farah called for a motion to adjourn. Dan motioned to adjourn, seconded by JC.