

Professional and Scientific Staff Council

Divisions

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

Meeting No. 535
Date of Meeting: February 10th, 2022
Place of Meeting: Zoom
Meeting Convened: 1:30 PM
Meeting Adjourned: 3:07 PM

Members of the Council in Attendance

X	Janel Alleyne, Dean of Students - 32332 - SL	X	J.C. Last, IT - 33024 - AT
X	Rachael Bair, University Advancement - 34718 - UA	X	Kristy Leen, Recreation Services - 37167 - SL
X	Dan Breitbach, Dev & Foundation - 37727 - UA	X	Todd Parsons, Academic Affairs – 33611 - AA
P	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
X	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
X	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		

Ex-Officio Member

Michelle Byers

Others

Amy Kliegl	Jaime West	Kristine Nemec	Melissa Engdahl
Anna Flanders	Jeff Beneke	Linda Nielsen	Michelle Van Dorn
Anton Reiter	Jeffrey Ries	Linda Reardon-Lowry	Paul Huber
Bruce Bowler	Jenny Connolly	Linda Schroeder	Paul Moes
Charity Eckhardt	Jenny Leeper	Linda Wilson	Sarah Goblirsch
De Ann Lahmann (proxy)	Josh Randall	Luke Bartlett	Stephanie Rojas
Doreen Hayek	Kalyani Kannan	Malissa Martin	Thaddeus Atzmon
Gail Bunz	Kelly Destival	Megan Holbach	Yayoi Moreland

I. Welcome

President Farah Kashef called the meeting to order at 1:30 PM.

II. Approve Minutes

Farah asked for discussion of last month’s minutes. There were no items to discuss. Farah called for a motion to approve last month’s meeting minutes as written. Dan motioned to approve, seconded by Kristina. Vote taken and motion carried.

III. Guest Speakers

Randy Pilkington presented on UNI Strategic Plan updates.

Joseph Rayzor presented on behalf of the Forward Together Leadership Team.

IV. President’s Cabinet Report – no report

V. HRS Report – Michelle Byers

Michael Hager would like to remind everyone about the 1st Amendment training email that was sent out. March 15th, 2022 is the last day to incur claims for your 2021 Flexible Spending Account, and claims must be submitted by March 31st, 2022. Unused balances will be forfeited. HRS will be reaching out to those who have balances as well. You are encouraged to utilize free home kits for COVID testing before submitting test kit costs to insurance for reimbursement– anything charged to our health insurance can result in future premium increases. HRS discourages excessively stockpiling tests, as they do have expiration dates, which may unnecessarily add to our health plan costs.

VI. Committee Reports

- a. Communications – JC: A few updates were made to the website. We are compiling content for the next newsletter, tentatively being sent out at the end of the month or the first week in March. Let JC or Rachael know if there is anything you would like to include.
- b. Employee Issues – Kristina/Paula: The committee has been collaborating with the Salary and Benefits committee. Nothing to report.
- c. Employee Relations – Brooke: The Spring Social will be held on April 12th from 11:30-12:30 in Maucker Union. Submit any questions for President Nook to the committee.
- d. Salary and Benefits – Kristy/Matt: We have been communicating with Jennifer Yarrow to get an appointment on President Nook’s calendar to present the salary letter in April.
- e. Policies and Procedures – Heidi: Today is the deadline to review policy 5.20 – definition of P&S staff and submit any feedback. We are collaborating with the Employee Issues committee on policies 5.21 – Appointment and Service Status and 5.24 – Reduction in Force Proceedings.

VII. Old Business

- a. P&S Council goals and strategies: The Council is looking at practical approaches to meet the goals. Please consider joining one of the 5 committees so everyone is engaged. You do not have to be a P&S Council member to participate in a committee.
- b. Discussion on the P&S Council constitution updates: The proposed amendment was given to P&S Council president in writing. There was initial discussion of proposed updates. Farah opened the floor to discuss. Feedback will be requested from the P&S community and findings will be presented at the next meeting. There was a motion by Nick to postpone the debate on the amendment until the next meeting, seconded by JC. Vote taken and motion carried.
- c. Survey recommendations discussion follow-up items were discussed.

VIII. New Business

- a. Council’s seats and the upcoming election: The election will be held the week of March 21st, 2022. The report was sent from HRS and there are no seat reallocations needed this year. There are 3 open seats in AA, 1 open seat in FO, 1 open seat in PD, 1 open seat in UA, and 3 open at-large seats. Nominations are being accepted at the P&S Council website – you can nominate yourself or someone else.
- b. The Spring Social will be held April 12th, 11:30-12:30 in the Maucker Union University Room.
- c. Items from the Notes section of the agenda were reviewed and discussed.

IX. Adjournment – JC motioned to adjourn the meeting, seconded by Rachael. Farah adjourned the meeting at 3:07 PM.

Respectfully Submitted,

Jen Cole
Human Resource Services