

## 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. 539  
 Date of Meeting: June 9<sup>th</sup>, 2022  
 Place of Meeting: Zoom  
 Meeting Convened: 1:30 PM  
 Meeting Adjourned: 2:56 PM

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

<u>Ex-Officio Member</u>			
<u>Others</u>			
Amy Mohr	Cheryl Klahsen	Kalyani Kannan (proxy)	Michael Hager
Angela Meeter	Danielle Weide	Karla Whitney	Michelle Van Dorn
Anna Flanders	Dawnell Johnson	Kelly Destival	Paul Moes
Anton Reiter	Doreen Hayek	Kristin Johnson	Sara Kies
Ashley Rasmussen	Jeffrey Ries	Lisa Green	Stephanie Rojas
Bruce Bowler	Jenna Coulter	Matthew Gordon (proxy)	Susan Basye
Cat Wilken	Jordan Cornwell	Melissa Engdahl	Yayoi Moreland

### I. Welcome

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

### II. Approve Minutes

Farah called for a motion to approve last month’s meeting minutes as written. J.C. motioned to approve, seconded by Molly. Vote taken and motion carried.

### III. Guest Speaker

Chiquita Loveless, Director of Diversity, Inclusion & Social Justice, gave an update on programs and upcoming events.

### IV. President’s Cabinet Report – Michael Hager

The legislature has allocated \$5.5 million to regent universities for the next fiscal year. We will find out in the next couple weeks how the Board will divide up the funds. Tuition will be determined once the appropriations are announced. Salary increase worksheets have been sent to departments with a 3.2% allocation pool – 2% across the board and up to 1.2% for merit.

V.     HRS Report – Melissa Engdahl/Cat Wilken

There are some HRS items located at the bottom of today's meeting agenda. The HRS website updates are live – the same content is there, but it has a more streamlined look. The first session of Fundamentals of Supervision was held, with 24 attendees. The next session is tentatively scheduled for the beginning of September. As suggested by the Benefits Advisory Committee, HRS has collected the family-friendly benefits and presented them on one webpage:

<https://hrs.uni.edu/mybenefits/family-friendly>

VI.     Committee Reports

- a. Salary and Benefits – Matt: We received a note from President Nook with news of the salary increase. The increase is appreciated.
- b. Communications – J.C./Stephanie: The next newsletter will be published in the middle of August. We will need at least one elected Council member to join the group. We are working on compiling the year-end report.
- c. Employee Issues – Kristina/Paula: No new issues to report. Please utilize the Employee Assistance Program if needed. <https://hrs.uni.edu/mybenefits/eap>
- d. Employee Relations – Farah: The Regents Staff Excellence Awards will open in July, with nominations and awards completed by late August. Contact Brooke with any questions. Planning for the P&S fall social event will start next month.
- e. Policies and Procedures – Dan: We are waiting on final approval for policy 5.20. We will be getting feedback for policy 5.29. This committee needs a chairperson and members.

VII.    Old Business

- a. Council election results: Congratulations to all who won Council election seats: AA – Nickole Dillard, Kristina Kofoot, and Chris Shaw; FO – Dawnell Johnson; PD – Sara Kies; UA – Amy Mohr; At Large – Molly Taiber. J.C. will work with the next Council President to go through the election results, to fill any open seats due to Council members leaving.

VIII.   New Business

- a. President/Vice President election: Voting took place by the current elected members of the Council for the next President and Vice President. Kristina Kofoot was elected President and Traci Buseman was elected Vice President. They will take office on July 1<sup>st</sup> for a one year term.
- b. President's Report: For this year's budget, the Council has \$709 left out of \$1200. Committee chairs – please send Farah the end of the year report as soon as possible. Farah met with Cat and Michelle from HRS, and it was suggested to advocate for more people to submit exit interviews if they are leaving UNI. MyQuickCoach access will be ending but we will still have LinkedIn Learning for training opportunities, which is a more comprehensive resource. J.C. gave an overview of the University Leadership Retreat that was on May 7<sup>th</sup>. Newly elected Council members should pick at least one committee to serve on: <https://pscouncil.uni.edu/committees>

IX.     Adjournment – Farah adjourned the meeting at 2:56 PM.

Respectfully Submitted,

Jen Cole  
Human Resource Services