

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. 541
 Date of Meeting: August 11, 2022
 Place of Meeting: Zoom
 Meeting Convened: 1:30 PM
 Meeting Adjourned: 2:32 PM

| <u>Members of the Council in Attendance</u> | | | |
|---|--|---|---|
| X | Janel Alleyne, Dean of Students - 32332 - SL | A | Sara Kies, University Relations - 33584 - PD |
| X | Dan Breitbach, Dev & Foundation - 37727 - UA | X | Kristina Kofoot, Community Engagement 34507 - AA |
| X | Traci Buseman, Financial Accounting - 34458 - FO | A | Kristy Leen, Recreation Services - 37167 - SL |
| X | Carolina Coronado-Park, Int Engagement 32853 - AA | X | Amy Mohr, Alumni Relations - 33094 - UA |
| X | Brooke Croshier-Sidebotham, UNI-Dome 36636 - PD | X | Todd Parsons, Academic Affairs - 33611 |
| X | Nickole Dillard, Edu. Opportunity Cntr. - 34772 - AA | X | Chris Shaw, Appl. Eng. & Tech. Mgmt. - 33258 - AA |
| A | Dawnell Johnson, UNI Bookstore - 34950 - FO | A | Molly Taiber, OCEM - 34774 - AT |
| X | Farah Kashef, IT - 37766 - PD | | |

| <u>Ex-Officio Member</u> | | | |
|--------------------------|------------------|-------------------|-----------------|
| Michelle Byers | | | |
| <u>Others</u> | | | |
| Karla Whitney | Kelly Destival | Michelle Van Dorn | Jordan Cornwell |
| Paul Huber | Cat Wilken | J.C. Last | Melissa Engdahl |
| Jennifer Onuigbo | Jeffrey Ries | Michael Hager | Kalyani Kannan |
| Anton Reiter | Charity Eckhardt | Derick Stoullil | Doreen Hayek |
| Paul Moes | Stephanie Rojas | Kristine Nemec | Matthew Gordon |
| Kayla Bedard | Danielle Weide | Yayoi Moreland | |

I. Welcome

President Kristina Kofoot called the meeting to order at 1:30 PM.

II. Approve Minutes

Kristina called for a motion to approve last month’s meeting minutes as presented. Farah motioned to approve, seconded by Brooke. Vote taken and motion carried.

III. Guest Speaker

Lisa Riedle spoke regarding about the Applied Engineering & Technical Management department, giving an overview of programs and construction/renovation update of the Applied Engineering building.

IV. President’s Cabinet Report – Michael Hager

300 students are already on campus and 500 more are scheduled to move in this coming weekend. As these students are starting to return the energy feels like it did pre-pandemic – in a good way! Please be thoughtful and deliberate in customer services interactions with each other and with students. Face to face and hybrid meetings are encouraged and all meeting rooms have capability for hybrid meetings. We are a face to face institution so zoom only should not be the default. Phishing attempts are increasing – make sure to review emails carefully and report phishing

attempts to IT. Enrollment is looking about the same as last year. Senior Leadership is already looking at enrollment for next year and operational changes that can be made in how we attract students to UNI. President's fall address will be Thursday, August 18th.

V. HRS Report – Michelle Byers

Lots of activity as we prepare for the start of the semester. HRS is continuing to work on an electronic remote work form. You can continue to use the paper form until the electronic form is available. The Employee Well-being Fair will be back September 28! We're excited to have vendors, flu shots, and other wellness opportunities available for staff at the fair.

VI. Committee Reports

- a. Salary and Benefits – Matt: As a reminder Blue Cross Blue Shield offers discounts to staff through the Blue 365 program. Discounts range from health and wellness items to travel. Committee is meeting later this month to discuss goals.
- b. Communications – J.C.: Jordan Cornwell and Molly Taiber have joined the committee. Looking at updating the P&S Council website. Newsletter should be out at the beginning of September.
- c. Employee Issues – Nickole: No new issues to report. As members have left talking through what the makeup of the committee should be in order to best serve staff.
- d. Employee Relations – Brooke: Fall Social will be September 9th from 12 – 1 in the University Room in Maucker Union. Nominations for the 2022 Regents Staff Excellence Awards are being accepted now through August 17th. Dawnell Johnson has joined the committee.
- e. Policies and Procedures – Dan: Committee members now include Dan Breitbach, Farah Kashef, Sarah Craw, Cristy Freeburg, Matt Gordon, Doreen Hayek, Zak Larter, Angela Meeter, and Chris Shaw. Policy 5.20 was updated and 5.29 is in the process of being updated.

VII. Old Business

- a. Payment for professional credentialing/certifications: The Policies & Procedures committee will work on this and look to see if as policy 5.29 is updated if this can be incorporated.
- b. Paid Parental Leave discussion: This topic is being discussed with Iowa and Iowa State. Jenny Connolly will coordinate discussion for UNI. Anyone who would like to participate, let Kristina know.

VIII. New Business

- a. Thank you to those who are leaving the university for their service and leadership. Reminder to welcome new hires and reach out to them.
- b. Proxies need to be identified by the September meeting.
- c. Regent's Staff Excellence Award nominations are due August 17th.
- d. Other discussion: Todd Parsons will fill one vacant seat on the Council. With Paula's departure another seat is open and the seats will be filled based on the updated Constitution rules. The next meeting will be in-person in the Scholar Space in Rod Library. The meeting will be setup for hybrid, but in-person attendance is preferred.

IX. Adjournment – Kristina asked for a motion to adjourn. Dan motioned to adjourn, seconded by Janel. Kristina adjourned the meeting at 2:32 PM.

Respectfully Submitted,

Melissa Engdahl
Human Resource Services