

**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. 474  
 Date of Meeting: January 12, 2017  
 Place of Meeting: CBB 1&3  
 Meeting Convened: 2:00 PM  
 Meeting Adjourned: 3:29 PM

<u>Members of the Council in Attendance</u>			
P	Brooke Croshier-Sidebotham, UNI-Dome - 36636 - PD	X	Lori Miller, Research & Sponsored Programs - 34321 - AA
X	Christina Geweke, OBO - 37505 - FO	X	Shelley Pruess, Maucker Union - 33743 - AT
X	Matt Gordon, ITS - 37624 - AA	X	Adam Puls, ITS - 36814 - AA
X	Rob Green, Library - 36273 - AT	A	Rick Seeley, ITS - 37218 - AT
X	Cody Heglund, Advancement - 37118 - UA	X	Justin Szabo, Individual Studies - 32504 - AA
X	Lisa Krausman, Dining Services Admin - 36937 - SA	X	James Tanzosch, Procurement Services - 35811 - AA
X	J.C. Last, ITS - 33024 - AT	X	Michelle Van Dorn, Athletic Sports Info - 35455 - AT
X	Patrick Luensmann, BCS - 34335 - AA		

<u>Ex-Officio Member</u>			
Michelle Byers			
<u>Others</u>		<u>Proxy</u>	
Susie Baker	Paula VanZee	Kyle Steinacher	
Dan Beenken	Jason Vetter		
Melissa Engdahl	Jean Wiesley		
Kim Heffernan Moss	Jim Wohlpart		
Malissa Martin			

- I. Welcome  
 President Matt Gordon called the meeting to order at 2:00.
  
- II. Announcements  
 Matt announced that Lisa Krausman will fill the vacancy on the P&S Council, due to Ashley Stewart leaving the university.
  
- III. Approval of Minutes  
 Last month’s meeting minutes were reviewed. Matt asked for a motion to approve the minutes as shown. Cody moved to approve the minutes, seconded by Christina.
  
- IV. EMT Report – no report
  
- V. HRS Report – Michelle Byers  
 As of this week, the Iowa legislature is in session and will likely be discussing the shortfall of the state budget. There is an active search for the Director of Risk Management, due to Dean Shoars’ retirement. Candidates are on campus this week. The HRS Benefits team has gone through some

restructuring – the Benefits and Systems teams have merged, so the Benefits Administrator position will not be filled. There are two active searches for the merged teams – an Employee Leave & Accommodations Coordinator and a Retirement Planning Coordinator. Negotiations with United Faculty started in mid-December and sessions with AFSCME will start this Saturday.

#### VI. Committee Reports

- a. Employee Issues Committee – Shelley – No new issues.
- b. Web – J.C. – Lisa Krausman's information was added to the website. A feedback page for the proposed amendments to the P&S constitution was added, with any results being sent to Matt.
- c. Employee Relations Committee – Rob – Rob presented on the results of the Fall 2016 Employee Relations Survey. The committee will be looking at 20 comments that were made on the survey during the spring and summer of 2017.
- d. Salary & Fringe Benefit Committee – Cody – They will be setting a meeting in the next 4-6 weeks to discuss the letter to the President regarding pay increases.
- e. Policy & Procedures Committee – Lori – Lori announced she is leaving the university. Matt will be looking for a replacement.

#### VII. New Business

- a. Council President's Report – The first Meet and Greet for new P&S employees was held in December, with two people attending. The next one will be held in late January. There are two new dean searches for CHAS and Business. The Executive Committee met in late December to discuss plans through the end of the fiscal year. A Meet and Greet for Dr. Nook will be planned for some time in April. The first issue of a P&S Council electronic newsletter will be sent out around February 1<sup>st</sup>. Lauren Finke from the Volunteer Center of the Cedar Valley will be helping develop community involvement for the P&S Council. Matt has a meeting scheduled with Dr. Nook in March to discuss the P&S Council. There will be a roundtable meeting on January 20<sup>th</sup> with members of AFSCME, United Faculty, P&S Council and Supervisory & Confidential Council.
- b. Call for Nomination Committee – JC, Cody, Rob and Adam volunteered to be part of the Nomination Committee.
- c. Constitutional Amendments – there were 7 readings and motions made to amend the P&S Constitution:
  - i. Change WWW to Web: After discussion, Matt made a motion to approve and re-read at the next meeting, seconded by Rob. Motion carried.
  - ii. Changes to Section 1 of Article III: After discussion, Matt motioned to table and rewrite, to be read at the next meeting.
  - iii. Add Section 7 to Article III: After discussion, Matt motioned to table and rewrite, to be read at the next meeting.
  - iv. Add Section 8 to Article III: After discussion, Matt motioned to table and rewrite, to be read at the next meeting.
  - v. Add Section 9 to Article III: After discussion, Matt motioned to table and rewrite, to be read at the next meeting.
  - vi. Add Section 4 to Article IV: After discussion, Matt made a motion to approve and re-read at the next meeting, seconded by JC. Motion carried.

- vii. Add Section C to bylaws: After discussion, Christina made a motion to approve with discussed changes and re-read at the next meeting, seconded by Shelley. Motion carried.
- d. Guest Speaker – Mary Braun, UNI State Relations Officer, spoke on the 2017 Legislative Preview, FY 2018 UNI Budget Requests, and FY 2018 Infrastructure Requests.

VIII. Old Business

- a. No old business.

- IX. Adjournment – Matt asked for a motion to adjourn the meeting. Rob motioned to adjourn the meeting, seconded by Justin. The meeting was adjourned at 3:29 PM.

Respectfully Submitted,  
Jen Cole  
Human Resource Services