

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. 476
 Date of Meeting: March 9, 2017
 Place of Meeting: Rod Library ScholarSpace
 Meeting Convened: 1:30 PM
 Meeting Adjourned: 2:39 PM

<u>Members of the Council in Attendance</u>			
<u>A</u>	Dan Beenken, BCS - 34322 - AA	<u>X</u>	Patrick Luensmann, BCS - 34335 - AA
<u>X</u>	Brooke Croshier-Sidebotham, UNI-Dome - 36636 - PD	<u>P</u>	Shelley Pruess, Maucker Union - 33743 - AT
<u>X</u>	Christina Geweke, OBO - 37505 - FO	<u>X</u>	Adam Puls, ITS - 36814 - AA
<u>X</u>	Matt Gordon, ITS - 37624 - AA	<u>P</u>	Rick Seeley, ITS - 37218 - AT
<u>P</u>	Rob Green, Library - 36273 - AT	<u>P</u>	Justin Szabo, Individual Studies - 32504 - AA
<u>X</u>	Cody Heglund, Advancement - 37118 - UA	<u>X</u>	James Tanzosch, Procurement Services - 35811 - AA
<u>P</u>	Lisa Krausman, Dining Services Admin - 36937 - SA	<u>X</u>	Michelle Van Dorn, Athletic Sports Info - 35455 - AT
<u>X</u>	J.C. Last, ITS - 33024 - AT		

<u>Ex-Officio Member</u>			
Michelle Byers			
<u>Others</u>		<u>Proxy</u>	
Cole Bowermaster	Michael Hager	Robyn Bredvick	
Paula Coulthard	Russel Karim	Sara Eberle	
Cindy Diehl Yang	Malissa Martin	Monica Johnson	
Melissa Engdahl	Gary Robinson	Neal Pruess	
Dianne Gregory	Lisa Thomas	Dennis Reimer	

- I. Welcome
 President Matt Gordon called the meeting to order at 1:30.

- II. Approval of Minutes
 Last month’s meeting minutes were reviewed. Matt asked for a motion to approve the minutes as shown. Patrick moved to approve the minutes, seconded by Brooke.

- III. Guest Speaker
 Leah Gutknecht from the Office of Compliance & Equity Management spoke about safety at UNI, their department’s role in handling misconduct, and Title IX reporting.

- IV. EMT Report – Michael Hager
 Various policies were recently approved – catastrophic leave, special compensation and summer appointments, naming of buildings and facilities, smoking and tobacco use, and acceptable use of information technology resources. A voluntary agreement was recently ratified between United Faculty and the Board of Regents. The new Chapter 20 collective bargaining changes limited the mandatory items to wages only – a 1.1% increase was approved for this year and next year.

Arbitration with AFSCME will begin April 6th. A Customer Relations Module (CRM) system implementation is now in process, which has a large scope and multi-year phases. This system will monitor communication and contact with people outside the University. For example, it can be used by Admissions to track responses of prospective students. Budget update – UNI was unappropriated a little over \$2.5 million by the state. This will be handled by the current budget and reviewing some currently open positions. We face a challenging budget year for FY 2018 with items such as health insurance costs to the university and utilities increasing, but we are in a good position. President Nook came on board February 1st and hit the ground running. His calendar is booked solid through May, and has already shown good leadership.

V. HRS Report – Michelle Byers

Chelsi Wickham will be starting in HRS on March 29th as a Retirement Planning Coordinator. She will be a liaison for TIAA and IPERS, and will also handle long term disability, flex spending, and life insurance programs. She is a UNI graduate and has previous work experience with Principal Financial. There are biometric screenings scheduled for March 10th and April 21st.

VI. Committee Reports

- a. Employee Issues Committee – no report
- b. Web – J.C. – The link to the P&S staff guide was updated.
- c. Employee Relations Committee – Christina – The Meet the President event is tentatively scheduled for April 25th from 12:00-1:00 pm. The P&S Council Executive Committee met with Lauren Finke from VCCV, and the group decided on a P&S Council supported event – Culturefest 2017, which is April 6th from 5:00-7:30 pm at the Waterloo Center for the Arts. Volunteers are needed to hand out flyers, direct traffic, and help organize performances. Let Christina know by March 20th if you would like to help.
- d. Salary & Fringe Benefit Committee – Cody – A committee meeting will be held to determine a proposed rate of pay increase for P&S employees. Then Matt and Cody will meet with President Nook to discuss the proposed rate of pay increase.
- e. Policy & Procedures Committee – James – The committee will be meeting on March 23rd. James encouraged everyone to review the new policy 9.54 – acceptable use of information technology resources, as it is very informative.

VII. New Business

- a. Call for Nominations – J.C. announced there is at least one nomination for every open seat. There are currently 9 nominations for the one Academic Affairs/one At Large open seats, 1 nomination for the one President's Division open seat, and 2 nominations for the two Student Affairs open seats. Nominations will be taken until March 17th.

VIII. Old Business

- a. Constitutional Amendments – there were 6 readings and motions made to amend the P&S Constitution:
 - i. Amend WWW to Web (2nd reading): Christina motioned to approve the changes, seconded by J.C. Motion carried.

- ii. Amend Section 1 of Article III: After discussion, Christina motioned to approve and re-read at the next meeting, seconded by Patrick. Motion carried.
- iii. Add Section 7 to Article III: Christina motioned to approve and re-read at the next meeting, seconded by Patrick. Motion carried.
- iv. Add Section 8 to Article III: Christina motioned to approve and re-read at the next meeting, seconded by J.C. Motion carried.
- v. Add Section 4 to Article IV: Christina motioned to approve and re-read at the next meeting, seconded by Brooke. Motion carried.
- vi. Add Section 6 to the by-laws (2nd reading): Christina motioned to approve the changes, seconded by Patrick. Motion carried.

IX. President's Report

Matt announced the first P&S Council newsletter will be coming out soon. Culturefest 2017 will be held April 6th, with the P&S Council supporting volunteer efforts at the event. Matt and Christina recently met with President Nook. They spoke about volunteerism, diversity, and goals for the P&S Council. They requested a \$5000 budget for next fiscal year, and President Nook will review. A P&S Council President email address was approved, and will be owned by the P&S Council.

X. Adjournment

Matt asked for a motion to adjourn the meeting. J.C. motioned to adjourn the meeting, seconded by Malissa. The meeting was adjourned at 2:39 PM.

Respectfully Submitted,
Jen Cole
Human Resource Services