

## 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. 480  
 Date of Meeting: July 13, 2017  
 Place of Meeting: Maucker Oak Room  
 Meeting Convened: 1:30 PM  
 Meeting Adjourned: 3:30 PM

<u>Members of the Council in Attendance</u>			
<u>A</u>	Dan Beenken, BCS - 34322 - AA	<u>X</u>	Shelley Pruess, Maucker Union - 33743 - SA
<u>X</u>	Brooke Croshier-Sidebotham, UNI-Dome - 36636 - PD	<u>X</u>	Adam Puls, ITS - 36814 - AA
<u>X</u>	Christina Geweke, OBO - 37505 - FO	<u>X</u>	Rick Seeley, ITS - 37218 - AT
<u>A</u>	Rob Green, Library - 36273 - AT	<u>X</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>A</u>	Farah Kashef, ITS - 37766 - AA	<u>X</u>	Michelle Van Dorn, Athletic Sports Info - 35455 - AT
<u>X</u>	J.C. Last, ITS - 33024 - AT	<u>X</u>	Paula Van Zee, Study Abroad - 37078 - AA
<u>X</u>	Kristy Leen, Recreation Services - 37167 - SA		

<u>Ex-Officio Member</u>			
Michelle Byers			
<u>Others</u>		<u>Proxy</u>	
Melissa Engdahl	Melissa Ward		
Russel Karim			
Malissa Martin			
Stephanie Rojas			
Jeff Van Gelder			

- I. Welcome  
 President Christina Geweke called the meeting to order at 1:30. Introductions were done.
- II. Approval of Minutes  
 Last month's meeting minutes were reviewed. Shelley moved to approve the minutes as amended, seconded by Justin.
- III. EMT Report – no report
- IV. HRS Report – Michelle Byers  
 A special Board of Regents meeting took place in mid-June. There was a 2<sup>nd</sup> reading of the extension of phased retirement, which allows institutions the option of including up to a 10% incentive and also limits the maximum duration of a phased agreement to two years. The plan passed with a 5 year extension until 2022. Several policies recently went through the review process, and are now posted on the website. Michelle introduced Melissa Ward, who is the new Employee Leave & Accommodations Coordinator.

V. Committee Reports

- a. Employee Issues Committee – Shelley: no items to report.
- b. Web – J.C.: The agenda was posted to the website.
- c. Employee Relations Committee – Christina: The recipients of the Staff Excellence Award are close to being finalized. The committee will be working on the upcoming Meet the President event.
- d. Salary & Fringe Benefit Committee – Cody: The salary increase letters were sent to P&S employees.
- e. Policy & Procedures Committee – James: The committee met on June 23<sup>rd</sup>, and are working through a flowchart. The committee welcomes any new members. The next meeting will be held August 1<sup>st</sup>.

VI. Old Business

- a. Constitutional Amendments Update: EMT approved the constitutional amendments, effective July 1<sup>st</sup>. The webpage will be updated.

VII. New Business

- a. President's Report – Christina: Christina will be working on imaging items to Google Docs so they can be easily accessed. The Executive Committee recently met and discussed plans for the upcoming year. Christina recently sent a Google doc for P&S Council members to indicate what committee they would like to serve on. A representative from each division is needed on each committee. Christina and J.C. will be going to Toledo on July 20<sup>th</sup> to meet with P&S Council Presidents and Vice Presidents from Iowa and ISU.
- b. Small Group Brainstorming – The group did brainstorming for the P&S Council strategic plan.

VIII. Adjournment

Christina asked for a motion to adjourn the meeting. Justin motioned to adjourn the meeting, seconded by Brooke. The meeting was adjourned at 3:30 PM.

Respectfully Submitted,  
Jen Cole  
Human Resource Services