

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. 494
 Date of Meeting: September 13, 2018
 Place of Meeting: Rod Library ScholarSpace
 Meeting Convened: 1:30 PM
 Meeting Adjourned: 2:44 PM

Members of the Council in Attendance			
X	Brooke Croshier-Sidebotham, UNI-Dome - 36636 - PD	X	Adam Puls, IT - 36814 - AA
X	Lisa Feldhaus, IT - 33042 - AA	X	Stephanie Rojas, Study Abroad - 32804 - AA
X	Christina Geweke, OBO - 37505 - FO	X	Jeremy Rosel, Dev & Foundation - 37111 - UA
A	Rob Green, IT - 36273 - AT	X	Rick Seeley, IT - 37218 - AT
X	Farah Kashaf, IT - 37766 - AA	X	James Tanzosch, Procurement Services - 35811 - AA
X	J.C. Last, IT - 33024 - AT	X	Michelle Van Dorn, Athletic Sports Info - 35455 - AT
X	Kristy Leen, Recreation Services - 37167 - SA	X	Paula VanZee, Study Abroad - 37078 - AA
X	Chiquita Loveless, DI&SJ - 33040 - SA		

Ex-Officio Member			
Michelle Byers			
Others		Proxy	
Gail Bunz	Patrick Sedlacek		
Kelly Destival			
Melissa Engdahl			
James Keating			
Kristina Kofoot			

- I. Welcome
 President Christina Geweke called the meeting to order at 1:30 PM.
- II. Approve Minutes
 J.C moved to approve the previous meeting’s minutes as written, seconded by Farah.
- III. Guest Speaker
 Ken Connelly, Director & IT Security Officer, spoke about the campus self-phishing initiative, which will start in October.
- IV. EMT Report – no report
- V. HRS Report – Michelle Byers
 President Nook gave a kind tribute at the Board of Regents meeting today in regards to the incident that happened on Monday, Sept. 10th. The support from all over campus has been amazing. Our thoughts and prayers are with the family of Kevin Bley. On-campus EAP sessions are being held, and the EAP hotline is available 24 hours a day. Michelle will communicate any family needs or department needs. Christina Keller, the new Secretary II in HRS, will be taking over meeting minutes for the P&S Council. HRS has been working with the Council’s Policies and Procedures Committee on policies 5.26 and 5.26. Recertification elections for the two unions on campus are October 15th-29th. HRS serves as a conduit for information, with PERB running the election. For those who supervise individuals involved, it is important not to engage in conversation/discussion

about the election. Union employees should contact PERB or their union rep if they have any questions. It is also important to allow union employees time to vote. Benefits Open Enrollment will be October 1st-31st.

VI. Committee Reports

- a. Employee Issues – Adam: No new issues. The committee met this week and discussed goals, which have been added to the Employee Issues webpage.
- b. Communications – Stephanie: The committee met last month. They will be ramping up the P&S Council Facebook page. Make sure to like this page if you haven't already. Any suggestions or news items are always welcome.
- c. Employee Relations – Christina: The committee met, and will be posting any items/events on the P&S Council Facebook page. The Meet the President event will be held October 4th in the Maucker Union University Room. President Nook will be there from 12:00-12:45, but employees are welcome to arrive earlier. It is a brown bag lunch event, with light snacks and beverages being served.
- d. Salary and Benefits – Kristy: The committee met in August and will meet again in September to move forward with their goals. The committee will be presenting "Did You Know?" information on benefits topics, such as urgent care locations and Doctor on Demand.
- e. Policies and Procedures – Farah/James: The committee has been busy working on changes to Policies 5.25 and 5.26. Since July 12th, the committee has held 13 meetings. Working with HR, they have created the first draft revision of the two policies.

VII. Old Business - none

VIII. New Business

- a. Review proposed changes to P&S policies 5.25 and 5.26: Farah and James presented on the proposed changes to Policies 5.25 and 5.26. Christina sent the first draft to P&S employees for review earlier today. Any comments/suggestions can be sent by email to Farah and James by the end of next week. James motioned to move forward with the draft of Policy 5.25 as is, seconded by Chiquita. James motioned to move forward with the draft of Policy 5.26 as is, seconded by J.C. The next step in the process will be a public forum via a Zoom meeting.
- b. President's Report – Christina: Handouts were distributed for upcoming professional development opportunities and information on campus dining center discounts for faculty/staff. The Executive Team recently met, and the committees reported on their goals. Christina and J.C. are planning some bigger projects, which they will report on at the October meeting. A couple key points from President Nook's university address: the enrollment initiative of 13,500, and that UNI employees are representatives and advocates for the University.
- c. Other Items: Chiquita asked about starting a mentor program on campus for new employees. Past programs were discussed, along with the current Arrive at UNI and Thrive at UNI programs. Christina asked the Employee Relations committee to discuss this suggestion.

IX. Adjournment – James motioned to adjourn the meeting, seconded by Brooke. The meeting was adjourned at 2:44 PM.

Respectfully Submitted,
Jen Cole
Human Resource Services