

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. 482
 Date of Meeting: September 14, 2017
 Place of Meeting: Maucker Presidential Room
 Meeting Convened: 1:30 PM
 Meeting Adjourned: 2:53 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>X</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>X</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	Jose Luis San Miguel		
Rachel Emerson	Jeff Van Gelder		
Matt Gordon			
Petra Maier			
Stephanie Rojas			

- I. Welcome
 President Christina Geweke called the meeting to order at 1:30. Introductions were done.
- II. Guest Speaker
 A. Jay Behnke, Human Resource Services, presented about the Staff Tuition Reimbursement Program. An overview of the program, FAQs, and application forms can be found at hrs.uni.edu/pd/strp.
- III. Approval of Minutes
 Last month's meeting minutes were reviewed. J.C. moved to approve the minutes as shown, seconded by Rick.
- IV. EMT Report – no report
- V. HRS Report – Michelle Byers
 The Benefits team has been working on updating their website, which includes a video with suggestions on how to take ownership of your health insurance plan. By better utilizing the benefits, it will help decrease costs for the plan. For example, UNI has double the visits to the ER compared to

Wellmark's college and university book of business. Using urgent care, scheduling a doctor's appointment, or using Doctor on Demand costs considerably less than an ER visit, so if a medical issue is not truly an emergency situation, it is better to use the alternatives for medical care. More information can be found at hrs.uni.edu/mybenefits#ownership. Benefits open enrollment will be November 1st – 30th. The month of October will be devoted to benefits educational sessions, both online and in-person. Flu shot clinics will be held in various sites on campus in September through November, and there is a biometric screening being held September 22nd. These are additional means of keeping staff healthy at a lower cost to our health plans.

VI. Committee Reports

- a. Employee Issues Committee – Shelley: The committee met on September 6th and discussed communication to P&S employees that the committee is here to assist with any issues.
- b. Web Committee – Rob: There is now a newsletter template, and the committee will be working out a timeframe for the newsletter. The committee is soliciting new members.
- c. Employee Relations Committee – Brooke: The Meet the President event will be October 17th from 11:00 AM – 1:00 PM in the Gallagher-Bluedorn lobby. The committee is recruiting new members.
- d. Salary & Fringe Benefit Committee – Cody: The committee is meeting next week to discuss goals and tasks for the next year.
- e. Policy & Procedures Committee – James: The committee met and reviewed the policy flowchart.

VII. Old Business – none

VIII. New Business

- a. Motion – Rob Green: The Executive Committee has suggested renaming the Web Committee to the Communications Committee. After discussion, Shelley motioned to approve, seconded by Cody. There was a unanimous vote to approve the renaming of the committee. The 2nd reading will occur at the next meeting.
- b. President's Report – Christina: Christina asked for comments and feedback about the last newsletter, and the group discussed items for the next newsletter. The Executive Committee has discussed creating a brown bag series about different topics, and also volunteer opportunities for this fall. The future P&S Council meetings may be moving to a different location to accommodate everyone that would like to attend. The University Address is September 18th, and the Meet the President event will be held on October 17th. Christina spoke about the ITC renovation, and also the Duo multi-factor authentication that is being implemented for eBusiness.

IX. Adjournment

Christina asked for a motion to adjourn the meeting. Brooke motioned to adjourn the meeting, seconded by J.C. The meeting was adjourned at 2:53 PM.

Respectfully Submitted,
Jen Cole
Human Resource Services