

Divisions

AA – Academic Affairs
 AT – At Large
 FO – Finance & Operations
 PD – President’s Division
 SA – Student Affairs
 UA – University Advancement

Meeting No. 484
 Date of Meeting: November 9, 2017
 Place of Meeting: Maucker College Eye Room
 Meeting Convened: 1:30 PM
 Meeting Adjourned: 2:35 PM

<u>Members of the Council in Attendance</u>			
<u>P</u>	Dan Beenken, BCS - 34322 - AA	<u>X</u>	Shelley Pruess, Maucker Union - 33743 - SA
<u>A</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>P</u>	Rick Seeley, ITS - 37218 - AT
<u>X</u>	Rob Green, Library - 36273 - AT	<u>X</u>	Justin Szabo, Individual Studies - 32504 - AA
<u>A</u>	Cody Heglund, Advancement - 37118 - UA	<u>X</u>	James Tanzosch, Procurement Services - 35811 - AA
<u>X</u>	Farah Kashaf, 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>	
Monica Berning	Cristy Steffen	Matt Nuese	
Angie Chaplin	TJ Warren	Dennis Reimer	
Melissa Engdahl			
Lisa Frush			
Michael Hager			

- I. Welcome
 President Christina Geweke called the meeting to order at 1:30.
- II. Approval of Minutes
 Shelley moved to approve the minutes as shown, seconded by Rob.
- III. Guest Speaker
 John Fritch, Dean of the College of Humanities, Arts and Sciences, presented on the overview of CHAS and their upcoming events and initiatives, and the focal points of their college.
- IV. EMT Report – Michael Hager
 The changes to policy 6.10 – Academic Freedom were approved. The team has also been focusing on health insurance and benefits open enrollment. The next Board of Regents meeting will be held December 7th and will be a telephonic meeting, which can be listened to online.
- V. HRS Report – Michelle Byers
 Open enrollment has started, and any changes will need to be made through the online Benefits Self-Service. Kudos to Michael Hager and IT for pushing the Benefits Self-Service project through, since 470 merit employees will need to make an active election to move to the university’s health plans. A reminder that you must actively enroll in flex spending each year. As supervisors, allowing employees to attend a computer lab session and/or flexibility of scheduling so employees can get enrolled is greatly appreciated. Policy 4.07 – Winter Working Conditions has been posted for comment. A P&S Compensation and Classification Study is underway. Two consultants from Aon Hewitt met with the President, vice presidents, and other leaders to get their thoughts on items such as our compensation philosophy and challenges with recruitment and retention. They will be

evaluating the structure of pay grades and job classifications. The results may or may not result in any changes. Any implementation of wage increases would depend on the budget. They hope to wrap up sometime in April, with any changes being implemented July 1st.

VI. Committee Reports

- a. Employee Issues Committee – Shelley: There are no employee issues to report, and the committee has not met.
- b. Web Committee – Rob: The committee met last week to discuss a new system/workflow for the newsletter. Any ideas for articles in the next newsletter should be sent to Rob. Rob showed three options for the P&S Council logo, and council members marked their preference on the sheet that was passed around.
- c. Employee Relations Committee – Christina: The Meet the President event was well received. The council discussed the perception of the event.
- d. Salary & Fringe Benefit Committee – Christina: The committee will meet on November 13th. Policy 4.22 – Flex Time will be reviewed and discussed. They plan on collaborating with the Policy & Procedures committee on this topic. Michelle will send Cody and James the draft revision, which would combine Policies 1.05 and 4.22.
- e. Policy & Procedures Committee – James: The committee met on November 8th. They discussed the process of policy review. They will be reviewing Policies 5.2, 5.21 and 4.22. James reminded everyone that policies can be reviewed and feedback provided through the online tool.

VII. Old Business

- a. Flex Time Topic: This was discussed during the Salary & Fringe Benefit Committee report.

VIII. New Business

- a. P&S Council Logo Vote: This was discussed during the Web Committee report.
- b. President's Report – Christina: Free professional portraits will be offered on November 14th if you need an updated photo. University Book and Supply is offering 20% off on November 15th from 5:00-8:00 PM, with a portion of sales going towards the Alumni Association. Christina reminded everyone of the Professional Development Conference and the Benefits and Wellbeing Fair coming up on November 15th. There are also EAP sessions scheduled for November 16th – “Unplugging” and November 30th – “Dealing with Difficult People”. An amendment to the constitution will be presented at the next meeting to change the name of the Web Committee to the Communications Committee. James and Christina recently met with Michael and Michelle in regards to policies and procedures.

IX. Adjournment

Christina asked for a motion to adjourn the meeting. Justin motioned to adjourn the meeting, seconded by J.C. The meeting was adjourned at 2:35 PM.

Respectfully Submitted,
Jen Cole
Human Resource Services