

Professional and Scientific Staff Council

Divisions

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

Meeting No. 568
Date of Meeting: November 14, 2024
Place of Meeting: Zoom
Meeting Convened: 1:33 PM
Meeting Adjourned: 2:18 PM

Members of the Council in Attendance

x	Tristan Aldous, Business Operations – 37602 - FO	x	Jesse Heath, Human Resource Services – 36219 - FO
	Janel Alleyne, Dean of Students - 32332 - SL	x	Dawnell Johnson, Rialto - 34950 - SL
	Nathan Arndt, Museum & Collections - 36922 - AA	x	Kristina Kofoot, Community Engagement 34507 - AA
x	Bethany Botchway, UNI-CUE – 34772 - AA		Katie Kreis-Voigt, BCS – 34724 - AA
x	Dan Breitbach, Dev & Foundation - 37727 - UA		Amy Mohr, Alumni Relations - 33094 - UA
x	Nickole Dillard, Edu. Opportunity Cntr. - 34772 - AA	x	Anton Reiter, IT-ETMS - 34715 - PD
	Andrea Greve Coello, Athletics Admin - 33327 - PD		Chris Shaw, Appl. Eng. & Tech. Mgmt. - 33258 - AA
	Mary Grieger, IT-Client Services – 34245 - PD	x	Molly Taiber, OCEM - 34774 – AT
	Brooke Croshier-Sidebotham-Athletics -36636-PD		

Ex-Officio Member

Others

Melissa Engdahl			
Sarah Crow			

I. Welcome

- Nickole Dillard (standing in for Nathan Arndt) called the meeting to order at 1:33p
- Approval of October Meeting Minutes: A motion was made and granted to approve October Meeting Minutes.

II. Guest Speaker

- Sarah Crow, Assistant Director Alumni Relations, presented on the Sesquicentennial celebration that will take place August 2025-Homecoming 2026. Their goals are to celebrate, to connect and engage, and to serve and give. This celebration is to connect UNI to key audiences such as: Alumni, Community members, Faculty and Staff and Students (past, current, prospective). There are several initiatives that the Sesquicentennial Committee is focusing on: Communication & Marketing, Events, History & Exhibits, and Service and Giving. If you have a project or idea that should be highlighted during this celebration, please fill out the submission form located here: [150th Celebration | 150th Celebration](#). You can also email questions or ideas to 150celebration@uni.edu.

III. Reports

- a. **President’s Cabinet:** Michael Hager presented that the Board of Regents was on campus recently to recognize the selected winners of the P&S Staff Excellence Award: Kristi Marchesani, Shelley Christensen, and Christina Geweke. Updates regarding Dome Renovations. Phase 1 renovations have been completed and Phase 2 renovations in the Dome have been approved by the BOR. In this phase, they will be completing revamping seating, widening aisles, adding

restrooms, rails along the stairs and party decks. Phase 3 of the nursing program as approved. This will take place on the 1st floor of ITTC. This phase will be focused on created simulation space.

- i. **UNIWorks** has demonstrated significant success with helping the error rates that come from Business transactions. There has been a significant decrease in the number of errors that have come through the Business Office (p-card reconciliation, travel reimbursements, etc.) which was one of the primary goals of implementing UNIWorks.
- b. **HRS Report:** Open enrollment is going on now through November 30th. The Wellbeing Fair is taking place on Tuesday November 19th in the Maucker Union Ballroom, from 11:30 a.m. to 2:30 p.m. Here is the list of Fair Vendors that will be in attendance: [Employee Benefits & Well-being Fair | UNI Human Resource Services](#)
- c. **Salary and Fringe Benefits:** Committee meeting has been scheduled for the 25th of November to finalize the letter. They're still trying to gather the date to get it updated and input into the letter. They're also working on finalizing the date that the letter will need to be sent out.
- d. **Communications:** the Spring Newsletter will be finalized in the beginning of January. If you have any suggestions on content, please send those suggestions to JC or Jesse.
- e. **Employee Relations:** The Staff Excellence Award Winners will be celebrated at a reception on December 10th from 12p-1p in the Maucker Ballroom. There will be light refreshments presented.
- f. **Policies and Procedures:** There was a meeting held on November 15th with Michelle in HR to discuss the process of reviewing/revising P&S policies and ensuring that P&S policies and procedures are aligned with the University Policies and Procedures and that the wording is similar amongst both. The goal is to work on simplifying the current process of reviewing and revising P&S policies and procedures.

IV. Old Business

- **Conference committee:** It has been decided to change the event name to the Professional Development Conference and it will be open to all faculty and staff. Anyone that would like to be involved in the Conference Committee, please email Jesse Heath at jesse.heath@uni.edu.

V. New Business

- Stephanie Rojas provided information related to Study Abroad Fair and Passport Day that was held on November 20th: [Passport Application at SAC Events | Study Abroad Center](#)
- The Office of International Engagement is accepting winter clothing for international students. Donations such as coats, boots, mittens, hats, scarves, and sweaters may be dropped off at the OIE office in Maucker Union 113 from 8a-4:30 p.m. M-F.

VI. Adjournment

- The meeting was adjourned at 2:18 PM

Respectfully Submitted,

Meg McCann
Human Resource Services