

## 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. 569  
 Date of Meeting: December 12, 2024  
 Place of Meeting: Zoom  
 Meeting Convened: 1:33 PM  
 Meeting Adjourned: 2:11 PM

### **Members of the Council in Attendance**

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

### **Ex-Officio Member**

Michelle Byers

### **Others**

JC Last	Shanda Davis	Claire Bowling	Bethany Schulte
Cordell Wesphal	Kelli Gaffney	Bruce Bowler	Molly Wells
Lee Westphal	Jaime West	Kristine Nemec	Caroline Francis
Susan Basye	Anna Flanders	Linda Wilson	Matthew Lawson
Michael Hager	Melissa Engdahl	Karla Whitney	Abigail Kissel
Paul Moes	Christine Poppe		

### **I. Welcome**

- The meeting was called to order by Nathan at 1:33p.
- A motion was made to approve November and motion was approved.

### **II. Guest Speaker**

None

### **III. Reports**

- President’s Cabinet:** Michael Hager shared they are working on materials for February Board of Regents meeting, which includes P&S salaries as part of the HR Comprehensive Report. The Council was encouraged to review the data once posted to the BOR site.
- HRS Report:** Open enrollment wrapped up and the benefits team is currently working on submitting/finalizing all the submissions that took place in November. Dependent verification will need to be presented by everyone that added/removed dependents by end of December. Both the July 1, 2024, and January 1, 2025, phases of the FLSA overtime rule were struck down. UNI is reviewing changes made during the first phase, but does not anticipate reversing many, if any. The January 1 changes will not be implemented due to the vacated rule.
- Salary and Fringe Benefits:** Tristan and group have been working on the salary letter that will be presented at a January meeting with President Nook and Michael Hager. There will be a report following the meeting.

- d. **Communications:** JC set up a meeting with the communication members to meet next week to start preparations for the spring newsletter. The Spring newsletter will be sent out in late January or beginning of February.
- e. **Employee Relations:** Staff Excellence Award celebration was on Tuesday December 10<sup>th</sup>. There will be another round of nominations for the Staff Excellence Awards sent out in March.
- f. **Policies and Procedures:** The committee met with Michelle to discuss how to proceed on next wave of P&S policies that need to be reviewed, mostly related to how much overlap there is with University and P&S policies. 5.22 was reviewed and there is a draft of changes that will be sent out. There are three remaining policies to review: 5.25, 5.26, 5.27. Once the final four policies are reviewed, then every 5 years going forward, the policies need to be reviewed. The Policy Review Committee will be up to date on reviews once these final policies are reviewed and changes are made and finalized. The goal is to have them finalized this spring.
- g. **Conference committee:** Presentation proposals have been sent out. Consider making a submission and nudge anyone you think would have a positive and impactful submissions. Submissions are due January 30<sup>th</sup>. Location of the conference will be in Schindler Education Center. A big determination is the number of individuals that register for the Professional Development Conference and where the location of the conference will be held. The keynote speaker at the Professional Development Conference will be Robert Smith from UNI-CUE.

**III. Old Business**

None

**V. New Business**

- Available seat on President's Council
- Exciting opportunity TEDXUniversity of Northern Iowa is coming and is looking for people to present on topics. [TEDx Speaker Application Form](#)
- JC is serving on the University Strategic Plan Coordinating Committee—initiative put together by President Nook with the goal of having continuity amongst the strategic plan and not to lose institutional knowledge. One of the requirements we need to do is remove any mention of DEI verbiage to our current strategic plan. Deadline to make these changes is January 31, 2025, so that the revised draft can be approved at February BOR meeting. The proposed revisions will be sent out to PS council mid-January.

**VI. Adjournment**

- The meeting was adjourned at 2:11 PM

Respectfully Submitted,

Meg McCann  
Human Resource Services