President Farah Kashef called the meeting to order at 1:30 PM. Farah announced that Kelsey Lund is no longer at UNI, and Missy Poock has accepted the request to fill the vacant Council seat.

II. Approve Minutes
Farah called for a motion to approve the previous meeting minutes as written. Kristina motioned to approve, seconded by Dan. Vote taken and motion carried.

III. Guest Speakers
Stacey Bentley and Robert Smith, 2021 campaign co-chairs, encourage UNI employees to donate to the Cedar Valley United Way. The campaign kickoff will be in mid-November.

Drew Conrad, Institute for Decision Making, gave an update on the UNI Strategic Planning process.
IV. President’s Cabinet Report – Michael Hager
We will be entering Phase Two of Academic Positioning – watch for emails in the upcoming weeks from this group. We look to reposition our academic profile, taking greater advantage of the strengths we have and use resources for potential opportunities moving forward. The Iowa Board of Regents sent an email earlier this month, inviting employees to participate in a survey on free speech. There are movements happening at the national and state level regarding COVID, so be sure to monitor your emails for any changes.

V. HRS Report – Michelle Byers
Board of Regents President Michael Richards sent an email earlier this week about voluntarily submitting documentation of having received the COVID-19 vaccine. Open enrollment is this month, so be sure to read any communications about changes and take a look at your enrollments. Changes to your benefits can be made through November 30th.

VI. Old Business

VII. Committee Reports
a. Communications – JC/Stephanie: Working on Nov/Dec newsletter. The committee is looking for anyone who would be willing to help out during Stephanie’s maternity leave. We are looking at ways to get information out to our employees – the newsletter email has a 60% open rate, with only 25-30% clicking on the “download newsletter” link.
b. Employee Issues – Kristina/Paula: One issue came up regarding the EAP program, but Farah and HR took care of it.
c. Employee Relations – Farah/Kristina: The fall social went well. The award recipients received a monetary stipend as well. An upcoming event is the Martin Luther King Jr. Day food packing event at the UNI-Dome on January 17th, 2022. They are hoping for a minimum of 400 volunteers. Workers will be social distanced and there will be reduced numbers at each line, while encouraging mask wearing and sanitizing. Contact Kristina if you are interested in being a line lead.
d. Salary and Benefits – Kristy/Matt: Reminder to re-enroll in flex spending accounts for health and dependent care during this month’s open enrollment.

VIII. Old Business (continued)
a. Ad hoc committee on election rules in the Constitution – JC: The committee had two meetings earlier this month. The following suggestions were made: removing the reference to spring break and using the 3rd full week in March instead; detailing the process of filling a vacant seat; and when reallocation of seats should occur if there is division reorganization.

IX. Adjournment – Farah called for a motion to adjourn. Dan motioned to adjourn, seconded by JC.

Respectfully Submitted,
Jen Cole
Human Resource Services