

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. 533
 Date of Meeting: December 9th, 2021
 Place of Meeting: Zoom
 Meeting Convened: 1:30 PM
 Meeting Adjourned: 2:48 PM

<u>Members of the Council in Attendance</u>			
X	Janel Alleyne, Dean of Students - 32332 - SA	X	J.C. Last, IT - 33024 - AT
X	Rachel Bair, University Advancement - 34718 - UA	X	Kristy Leen, Recreation Services - 37167 - SA
X	Dan Breitbach, Dev & Foundation - 37727 - UA	X	Todd Parsons, Academic Affairs – 33611 - AA
X	Traci Buseman, Financial Accounting - 34458 - FO	X	Missy Poock, UNI Bookstore – 34970 - FO
X	Carolina Coronado-Park, Int Engagement 32853 - AA	X	Nick Petersen, IT - 36970 - AT
A	Brooke Croshier-Sidebotham, UNI-Dome 36636 - PD	P	Heidi Seegers, COE Student Advising - 32486 - AA
X	Nickole Dillard, Edu. Opportunity Cntr. - 34772 - PD	X	Rick Seeley, IT - 37218 - PD
X	Cristy Freeburg, Continuing Ed - 37602 - AT	X	Molly Taiber, Edu. Opportunity Cntr. - 34774 - AA
X	Farah Kashef, IT - 37766 - PD	X	Paula VanZee, Study Abroad - 37078 - AA
X	Kristina Kofoot, Community Engagement 34507 - AA		

<u>Ex-Officio Member</u>			
Michelle Byers			
<u>Others</u>			
Amy Tagtow	Jenny Leeper	Luke Bartlett	Paul Huber
Anton Reiter	Joann Mulholland	Malissa Martin	Paul Moes
Barb Gager (proxy)	Kalyani Kannan	Megan Holbach	Sharon Hannasch
Charity Eckhardt	Karla Whitney	Melissa Engdahl	Stacy Robinson
Heidi Patterson	Kristine Nemec	Michelle Van Dorn	Susan Basye
Jaime West	Linda Nielsen	Nick Rafanello	Zak Larter
Jeff Van Gelder	Linda Schroeder	Nick Petersen	
Jeffrey Ries	Linda Wilson	Patrick Sedlacek	

I. Welcome

President Farah Kashef called the meeting to order at 1:30 PM.

II. Approve Minutes

Farah called for a motion to approve the previous meeting minutes as written. Paula motioned to approve, seconded by Molly. Vote taken and motion carried.

III. Guest Speaker

Nick Rafanello, Executive Director of Housing & Dining, gave an overview of Housing & Dining’s core services and how they contribute to student success.

IV. President’s Cabinet Report – Michael Hager

No report.

V. HRS Report – Michelle Byers

Benefits open enrollment concluded on November 30th. Employees should have received a mailing to their home address with open enrollment information. Also included were details about how everyone will be receiving new health insurance cards from Wellmark; information about our new EAP vendor; and details about Weight Watchers Reimagined. Vaccine mandates are on hold for now due to legal actions, but employees can voluntarily upload their vaccination records through the Panther Health Survey. Governor Reynolds has given employees two extra holidays to use between November 29th – December 30th.

VI. Committee Reports

- a. Communications – JC: The committee has met twice since the last meeting – at the end of November to plan out content for the upcoming newsletter, and also earlier this week. Rachael Bair will be compiling the newsletter while Stephanie is out on maternity leave. The next newsletter will come out before the last week in December – give any items to JC or Rachael within the next week to be included. There is a new event calendar on the P&S Council website under Activities – Calendar.
- b. Employee Issues – Kristina/Paula: Nothing to report. Shared link to employee issues committee information that is posted on the P&S Council website.
- c. Employee Relations – Brooke: No report. Kristina shared details about the Back Packin’ the Dome Event on Jan. 17th. Info will be in the newsletter, and contact Kristina with any questions.
- d. Salary and Benefits – Kristy/Matt: The committee reminds employees to take care of themselves during this busy time of year by utilizing EAP and WW when needed. Family memberships for the WRC are on sale right now – an announcement will be in Inside UNI.
- e. Policies and Procedures – Barb: This committee is looking for another co-chair due to Kelly having to step down. Feedback for Policy 5.20 has been sent to Tim McKenna.

VII. Old Business

- a. Ad hoc committee on election rules in the Constitution: The committee has finalized suggestions and JC is working on getting them written up.
- b. Survey follow-up: The two committees that put the workload survey together will meet on January 18th. They will discuss actions that need to be taken due to the results of the survey, and will take a closer look at the recommendations provided at the end of last month’s presentation. Let Farah know if you are interested in being added to the meeting.

VIII. New Business

- a. Forming the nominating committee for next election in March: Members of the nominating committee will be announced at the January meeting. Anyone serving on any of the committees and not on the ballot is eligible. Let Farah know if you are interested.
- b. President’s Report: P&S staff contributed \$805.00 to the Panther Pantry donations. There were 6 new hires in the month of December and we welcome them to UNI.
- c. PTO policies – Parental Leave exploration (per ISU & UI): The P&S Council president at Iowa State sent an email about exploring expanding PTO policies. They are researching this topic and putting together a motion to put parental leave into PTO benefits. Let Farah know if you are interested in attending a meeting to discuss.

IX. Adjournment – Farah adjourned the meeting at 2:48 PM.

Respectfully Submitted,

Jen Cole
Human Resource Services