

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. 551
Date of Meeting: June 8, 2023
Place of Meeting: Library 324 and Zoom
Meeting Convened: 1:30 PM
Meeting Adjourned: 2:35 PM

Members of the Council in Attendance

P	Janel Alleyne, Dean of Students - 32332 - SL	A	Sara Kies, University Relations - 33584 - PD
X	Nathan Arndt, Museum & Collections - 36922 - AA	X	Kristina Kofoot, Community Engagement 34507 - AA
X	Dan Breitbach, Dev & Foundation - 37727 - UA	X	Kristy Leen, Recreation Services - 37167 - SL
X	Traci Buseman, Financial Accounting - 34458 - FO	X	Amy Mohr, Alumni Relations - 33094 - UA
P	Brooke Croshier-Sidebotham, UNI-Dome 36636 - PD	X	Todd Parsons, Academic Affairs - 33611 - AA
X	Nickole Dillard, Edu. Opportunity Cntr. - 34772 - AA	X	Andy Saigh, University Relations - 32761 - PD
P	Dawnell Johnson, UNI Bookstore - 34950 - FO	X	Chris Shaw, Appl. Eng. & Tech. Mgmt. - 33258 - AA
X	Farah Kashef, IT - 37766 - PD	X	Molly Taiber, OCEM - 34774 - AT

Ex-Officio Member

Michelle Byers

Others

Adam Amdor	Hayley Harnden (proxy)	Kristine Nemec	Patti Rust
Alex Brandt (proxy)	J.C. Last	Linda Wilson	Paul Moes
Andrea Greve Coello	Jaime West	Malissa Martin	Pete Moris
Anna Flanders	Jeffrey Ries	Matthew Gordon	Rebecca Rinehart
Anton Reiter	Jim Weeg	Melinda Beland	Sharon Hannasch
Bruce Bowler	Kalyani Kannan (proxy)	Melissa Engdahl	Susan Basye
Cat Wilken	Karla Whitney	Michael Hager	
Danielle Weide	Kelly Destival	Molly Wells	

I. Welcome

President Kristina Kofoot called the meeting to order at 1:30 PM.

II. Guest Speaker

Pete Moris, Director of University Relations, spoke about UR goals and objectives.

III. President’s Cabinet Report – Michael Hager

We hope to have the FY24 budget process done by July 1st. An item being discussed at next week’s Board of Regents meeting is approval for the new School of Health & Human Sciences. The STEM Advisory Council will be realigned to the Iowa Department of Education. Groundbreaking for the GBPAC renovation and expansion is happening today.

IV. HRS Report – Michelle Byers

The Workday project officially kicked off this week. Strategy sessions have been scheduled and we’re also reviewing processes and policies to prepare. 5.25 Compensation Plan policy has been updated with non-substantive changes and posted to the policies site. FMLA and ADA Supervisor Responsibilities training is available at <https://training.uni.edu/>.

V. Committee Reports

- a. Salary and Fringe Benefits – Kristy/Matt: We are waiting on the salary letter response from President Nook, since the BOR meeting is later than normal.
- b. Communications – J.C./Sara: The newsletter was sent out earlier this month. If you are a P&S employee and did not receive it, let J.C. know. We are aiming for the beginning of the fall semester for the next newsletter. Send any items to J.C. or Sara to be included. This summer the group is focusing on the Drupal version of the Council website.
- c. Employee Relations – Hayley: Thanks to all who attended the P&S Spring Social event. The group is looking for events to help promote us – please reach out if you know of any events.
- d. Policies and Procedures – Dan/Farah: Policy 5.25 – an April 1st date has been added to clarify pay adjustments. Policy 5.29 – renamed to Professional Development. It is ready for the next University Council meeting in September. Policy 5.24 – waiting for HRS review, and Policy 5.21 needs to be worked on first.

VI. Old Business

- a. Approval of prior month meeting minutes: Kristina called for a motion to approve last month's meeting minutes as presented. Dan motioned to approve, seconded by Nathan. Vote taken and motion carried.
- b. Spring Social Gathering – May 25 at 4:30: Thank you to Dan for scheduling the event. Those who attended had a good time.
- c. Flag Placing for Memorial Day: Adam from UR wrote a great story for Inside UNI about the event: <https://insideuni.uni.edu/campus-community/field-flags-takes-shape-waterloo-help-uni-volunteers>
- d. President's Council for Inclusion, Transformative Social Justice & Advocacy - Nickole Dillard appointed: President Nook has appointed Nickole to the P&S staff opening for the group.

VII. New Business

- a. Join a committee: New Council members must join at least one committee. If you are not an elected Council member, we encourage you to join a committee.
- b. P&S Policies and Procedures education: Was given.
- c. Election of Council Officer – Vice President: Nathan Arndt was nominated and accepted the nomination. A motion to vote for Nathan as Vice President was made by Dan, seconded by Todd. Vote was taken and motion approved.
- d. Thank you to outgoing committee chairs: Thank you to the outgoing committee chairs and to Traci as Vice President. Thanks for your dedication and commitment to the Council.

VIII. Adjournment – Kristina asked for a motion to adjourn – motioned by Traci. Kristina adjourned the meeting at 2:35 PM.

Respectfully Submitted,

Jen Cole
Human Resource Services