Awards Committee

Chair/Co-chairs: Kim Lebeck and Mary Shumaker
Committee members: Jackie Kleppe and Steve Paulsen
Chair/Chairs for upcoming Council year, if determined: Mary Shumaker

2019-2019 Awards Committee Goals and Accomplishments Against Each:

Our goals were to increase the number of nominations, start the process of accepting nominations earlier, clarify and document the process and to add one more email reminder.

Accomplishments:
We have more documentation saved to the Awards folder on the Staff Council shared drive.
We did start the process earlier and will be sending out two reminder emails.
We also did more advertising than in the past. As for more nominations we will be able to tell if it all pays off after the deadline for the awards passes.

Thoughts or aspirations for the Awards Committee for the upcoming council year:
To increase the number of nominations received.

Bylaws Committee

Chair/Co-chairs: Ted Potter
Committee members: Tom Moninger, H Pedelty, Sonia Slevinski, John Weyer
Chair/Chairs for upcoming Council year, if determined: John Weyer

2019-2019 Bylaws Committee Goals and Accomplishments Against Each:

- Recruit and nominate a Chair Pro Tem for 2019-20; include guidelines for this process in Bylaws Committee documentation
  - John Weyer volunteered to be Chair next year, with President’s approval
2018-2019 Staff Council Committee Year-End Report  
May 8, 2019

- Committee discussed the idea that a new Chair should ask for a volunteer to help with chair duties, with the idea that she or he would be recommended as the Chair the next SC operational year.

- Follow-up on the changes to the Bylaws in 2017-18, and make sure they get to the Ops Manual and Website
  - A final version of the updated Bylaws was sent to Michael for updating the UI Operations Manual; the latter has yet to be updated.

- Review the Bylaws Committee purpose and scope of concern, and recommend updates as appropriate
  - The Committee reviewed the purpose and scope of concern; recommended updates to the Executive Committee; the recommendations were tabled until the next Staff Council year.

- Create bylaws committee documentation and a how-to guide for chair relating to committee procedures not covered in the by-laws; review best practices for committee work
  - Ted and H prepared a document of Chair responsibilities for the next Chair
  - The committee did not discuss best practices.

- Review bylaws for consistency and clarity; recommend updates as appropriate.
  - The committee reviewed the Bylaws and proposed several amendments to Staff Council. See attached for approved amendments.
  - Several recommended policies and procedures were conveyed to the Executive Committee to form the foundation of the Staff Council Policies & Procedures Manual.
  - A Bylaws Style Guide was created by the Committee. The style guide was considered and approved by the Executive Committee as an addition to the Staff Council Policies & Procedures Manual.
  - Several additional proposals were transmitted to the Executive Committee for consideration; the proposals were tabled until the next Staff Council year.

- Be prepared to take on projects assigned by the Executive Committee
  - No additional projects were assigned.

- Review the committees and their charges
  - This goal was abandoned in favor of encouraging committees to review their own purpose and scope of concern, and to propose amendments as necessary and appropriate. The Communications Committee’s Purpose, Scope of Concern, and Membership were updated through the Bylaws Amendment process. The Bylaws Committee and Diversity Committee updates are being prepared for amendment during the next SC operational year.

- Explore reaching out to other shared governance bodies to assist drafting or amending their bylaws
  - Did not accomplish this goal.

- Explore the committee’s role in updating the SC website
  - Chair was given authority to update the website; however, the Committee was not given permission to place the updated Bylaws on the website.

Thoughts or aspirations for the Bylaws committee for the upcoming council year:

The incoming President has expressed an intention of providing time for amending the Bylaws. The new Chair of Bylaws will prepare and present a primer for Staff Council on the amendment process, and then will bring amendments to the Council for consideration and voting. The Committee hope is that we can move forward in a measured way throughout the next year to accomplish the updates that will make the Bylaws more consistent and clearer and will reflect the current operations of Staff Council.
Any other comments:

The Committee plans to ensure the President has plenty of lead-time so that proposed amendments can be included in the monthly agenda of Staff Council.

Committee on Committees

<table>
<thead>
<tr>
<th>Chair/Co-chairs:</th>
<th>Tom Moninger</th>
</tr>
</thead>
</table>
| Committee members: | Lorna Golson  
|                  | Tyler Lantz  
|                  | Elizabeth Lara  
|                  | Tom Moninger  
|                  | Brenda VanDee |
| Chair/Chairs for upcoming Council year, if determined: | TBD. As of now, no current Committee on Committee members have expressed interest in becoming chair. A new chair will likely need to be appointed by the incoming Staff Council President. |

2019-2019 Committee on Committee Goals and Accomplishments Against Each:

This was another successful year for the Committee on Committees. Following are the goals for this past year, and the relevant committee efforts:

- Foster personal connections with the University of Iowa Charter Committees and improve communication with the Staff Council.
  - Committee members visited several charter committees this year, including University Libraries, Research Council, Information Technology, and Campus Planning. Two other charter committee visitations were planned, but never occurred, due to operational issues within the charter committees themselves.
- Update our “call for applications” email to include the benefits of committee work for professional development, and for building relationships across peer groups.
  - The charter committee application survey was edited to indicate the above benefits. It was also edited to make sure applicants discussed their intentions with their supervisors prior to applying, and to help insure applications were not accepted from faculty member.
- Reach out to Merit staff no longer represented by the Union, explaining their eligibility to serve on Charter Committees.
  - This was also accomplished through application survey edits, and updated distribution lists.
- Meet with Committee on Committee for Faculty Senate and both Student Government Organizations. Review status of representatives on Charter Committees
  - Work on these issues will require involvement of senior officers of the various shared governance bodies and will take place later.
  - The overall status of current Charter Committees is currently being reviewed by UI administration.
No midterm charter committee member replacements were required this year.

The current charter committee selection cycle is wrapping up. New committee members have been approved, and they and their supervisors have been notified. Non-successful applicants will be contacted soon. The selection of charter committee chairs is also near completion. Once this process is finished, public recognition of the new members should be prominently distributed to the UI community through various media channels. It is expected that this will involve collaboration with the Staff Council Communications Committee, and UI Communications.

To assist future committee chairs and members in performing their duties, the outgoing committee chair has codified committee procedures. Documents, timelines, and flow charts were generated, and will be uploaded to the committee’s network drive folder. Additionally, the current chair will be available next year to help the new chair in any way needed.

**Thoughts or aspirations for the Committee on Committees for the upcoming council year:**

From Tom Moninger: My Staff Council term ends this year. As I have been chair of this committee for 4 years, the upcoming year will see the first new chair in quite a while. It will likely take some time for them to get up to speed. I will be available to help the new chair in any way I can.

**Any other comments:**

From Tom Moninger: I know I will miss Staff Council, and this committee. A lot of important work has been done on behalf of UI staff, and much camaraderie shared. Who knows, I may be back!

### Communications Committee

<table>
<thead>
<tr>
<th>Chair/Co-chairs:</th>
<th>Denny Crall</th>
</tr>
</thead>
<tbody>
<tr>
<td>Committee members:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Suzanne Doershuk</td>
</tr>
<tr>
<td></td>
<td>• Genevieve Johnson</td>
</tr>
<tr>
<td></td>
<td>• Jeri King</td>
</tr>
<tr>
<td></td>
<td>• Ted Potter</td>
</tr>
<tr>
<td></td>
<td>• Jessica Richardson</td>
</tr>
<tr>
<td></td>
<td>• Marla Rosenblum</td>
</tr>
<tr>
<td></td>
<td>• Angela Ward</td>
</tr>
<tr>
<td></td>
<td>• Linda Weir Jacobi</td>
</tr>
</tbody>
</table>

| Chair/Chairs for upcoming Council year, if determined: | Ted Potter |

### 2019-2019 Communications Committee Goals and Accomplishments Against Each:
2018-2019 Staff Council Committee Year-End Report
May 8, 2019

1) Create, update, & preserve content
   a) Created councilor directory
   b) Prototyped newsletter
   c) Re-organized the website
   d) Posted regularly to web site & Facebook

2) Support & Explore Tools
   a) Hosted Drupal training for committee members
   b) Exploring Content Hub for better meeting archives

3) Engage other Staff Council Committees
   a) Work closely with the Executive committee
   b) Updated bylaws to clarify committee purpose
   c) Established liaisons to every committee

Thoughts or aspirations for the Communications Committee for the upcoming council year:

- Clearly define committee roles
- Automate annual communications
- Streamline regular constituent communication
- Reach external audiences (e.g. legislators)
- Build relationships with the other committees
- Explore Twitter & Facebook events

Any other comments:

The Communications committee had a fun and productive year. It was a pleasure to report on the
council’s activity. Those of us leaving the committee and council wish the best for all in the new year.

Community Outreach

<table>
<thead>
<tr>
<th>Chair:</th>
<th>Gayle Robertson</th>
</tr>
</thead>
<tbody>
<tr>
<td>Committee members:</td>
<td>Theresa Drake, Monica Madura, Linda Varvel, Katie Villhauer</td>
</tr>
<tr>
<td>Chair/Chairs for upcoming Council year, if determined:</td>
<td>Genevieve Johnson</td>
</tr>
</tbody>
</table>
2019-2019 Community Outreach Committee Goals and Accomplishments Against Each:

Goals:

Participation – 60% participation rate; 30% participating in 3 or more events

Gain access to the on-line system for recording volunteer time

Visibility – Wear UISC shirts; wear nametags; take pictures and give them to the Communications Committee

Achieved:

Participation – 48/56 individuals participated at least once (82% participation rate). 20/56 individuals (35.7%) participated in 3 or more events. There was a total of 23 volunteer opportunities.

Access to the on-line system for recording volunteer time was gained.

Visibility – 555 volunteer hours recorded; pictures were taken at most events.

Thoughts or aspirations for the Community Outreach committee for the upcoming council year:

555 volunteer hours were recorded this year; some people did not record all their hours, so this number is somewhat lower than the actual number of volunteer hours. This compares to 254.5 hours in 2017-18; 358.91 hours in 2016-17; 274 hours in 2015-16; and 161 hours in 2014-15. The goal was to have at least 2 volunteer opportunities per month, for a total of 24 opportunities. We fell just short of that goal, at 23 volunteer opportunities from May 2018 – April 2019.

Any other comments:

To achieve a high number of volunteer opportunities (and hours), at least one committee member should have this as their only committee. Otherwise, it doesn’t seem to be a priority.

Diversity Committee:

<table>
<thead>
<tr>
<th>Chair/Co-chairs:</th>
<th>Carly Armour &amp; Lisa Piper</th>
</tr>
</thead>
<tbody>
<tr>
<td>Committee members:</td>
<td>John Laverty, Kathy Ford, Jadvyga Gerasimovic, Kathryn Reynolds, Tab Wiggins</td>
</tr>
<tr>
<td>Chair/Chairs for upcoming Council year, if determined:</td>
<td>Lisa Piper will continue to serve in her role as Co-Chair while a new Co-Chair will need to be elected in the year academic year to serve with Lisa.</td>
</tr>
</tbody>
</table>
2018-2019 Staff Council Committee Year-End Report
May 8, 2019

2019-2019 Diversity Committee Goals and Accomplishments Against Each:

Goal #1: April networking; Diversity appreciation event; begin process early so we can get Administrative Support – CD Office, Dr. Shivers, President Harreld

Accomplishment #1: Over 250 RSVPed and over 150 participants attended the 2nd Annual Diversity, Equity, and Inclusion Celebration Reception: Making Connections and Break Barriers on April 29th at the Old Capitol Museum. Three diversity councils hosted an informational table. Remarks were made by President Bruce Harreld and Dr. Melissa Shivers Vice President for Student Life and Interim Associate Vice President for DEI.

Goal #2: Presence at LGBTQ event - begin working early in year to have a table for UISC

Accomplishment #2: The Iowa City Pride Parade and Festival will take place on Saturday, June 15, 2019. The Staff Council Diversity Committee and UI Pride Committee are hoping to have faculty and staff to show up and give support. Staff Council members interested in walking in the parade with the Staff Council banner can contact Lisa Piper (lisa-piper@uiowa.edu) and Carly Armour (carly-armour@uiowa.edu). (Committee voted to not host a Pride Table since UI will have a table.)

Goal #3: Human Rights Week; work with committee to see what UISC can do to help. Promote with ORGs and Functions events during Human Rights Week

Accomplishment #3: UISC Diversity Committee promoted different events to UISC members to share with their constituents for involvement. Several UISC Diversity Committee members volunteered during the “Day On Not a Day Off” event.

Goal #4: Increase the diversity on UISC via the Elections Committee. Ask current councilors to reach out and encourage people to apply

Accomplishment #4:

• UISC Diversity Committee Members met with Dr. Shivers, Interim AVP for DEI on March 7th to discuss ways our committee can engage with the staff that we represent around DEI efforts on campus. We talked about working with HR departments to make sure there are opportunities for DEI training for staff. Dr. Shivers informed us that she currently has four training staff members and would like to institute a “train the trainers” program to facilitate more DEI training programs. We also asked her for advice on how we get more diversity on UISC through elections.
At the the 2nd Annual Diversity, Equity, and Inclusion Celebration Reception on April 29, Carly Armour made an opening comment and John Laverty made a closing comment encouraging participants to consider nominating themselves and others for UIISC.

The Diversity Committee verbally encouraged UIISC members to consider diversity when nominating colleagues for open positions on the council.

Goal #5: Promote diversity awareness to Staff Council members by making announcements at monthly meetings and sending out emails

Accomplishment #5: Throughout the year, the Diversity Committee shared announcements with encouragement for Staff Council members to participate in diversity-related trainings/events and share with others.

Other Accomplishments:

AVP for DEI Candidate forums – UISC Diversity Committee members participated in all of the AVP for DEI candidate forums this Spring and gave feedback.

1) #DoesUIowaLoveMe Rally – In March, UISC Diversity Committee members showed up and listened to students sharing about their experiences on campus during the #DoesUIowaLoveMe campaign rally.

2) #DoesUIowaLoveMe Administrative Discussion & Action Plan Forums - In March, UISC Diversity Committee members actively participated in forums led by Dr. Melissa Shivers focused on establishing an action plan to make the campus more welcoming and inclusive.

Thoughts or aspirations for the Diversity Committee for the upcoming council year:

1) 3rd Annual Diversity, Equity, and Inclusion Celebration Reception – start planning during Fall 2019. Set a date and then contact President Harreld and the new UI AVP for DEI as soon as possible to request their presence for opening remarks.

2) Update Diversity Committee Bylaws and Committee name – The Diversity Committee has asked the Bylaws Committee to help change the name of our committee to the Diversity, Equity, and Inclusion Committee to reflect the University’s mission. Additionally, proposals for changes were submitted by the Diversity Committee to make the “Purpose” more concise, remove specific names of offices, and define membership. This will be reviewed in the next academic year.

3) Veterans - For the next academic year, the UISC Diversity Committee wants to prioritize celebrating veterans on campus and finalize the Diversity Committee name and Bylaws.
Any other comments:

It was a great year with a fabulous team!

Education Committee

<table>
<thead>
<tr>
<th>Chair/Co-chairs:</th>
<th>Linda Varvel and Julia Woodiwiss</th>
</tr>
</thead>
<tbody>
<tr>
<td>Committee members:</td>
<td>Denny Crall</td>
</tr>
<tr>
<td></td>
<td>Shari Heick</td>
</tr>
<tr>
<td></td>
<td>Jessica Richardson</td>
</tr>
<tr>
<td></td>
<td>Katie Villhauer</td>
</tr>
<tr>
<td>Chair/Chairs for upcoming Council year, if determined:</td>
<td>TBD</td>
</tr>
</tbody>
</table>

2019-2019 Education Committee Goals and Accomplishments Against Each:

1. Maintain 100% participation at New UI F/S Orientation Events between committee members. Will also look into UIHC New F/S Orientations as an opportunity to reach those staff.
   - This goal was achieved. We often had more than one committee member attend these orientations so Staff Council was well represented. We also gave away more swag, utilized the Staff Council Word Cloud, and also used the new brochure.

2. Members will create and follow a workable timeline to enhance the success & participation in the Mentoring Program.
   - This goal was not accomplished but good ground work has been laid and can be continued in 2019-2020. A draft outline, along with draft flyers were created to aid in communications for new mentors.

3. Revisit the shared governance flyer to evaluate better utilization amongst committees (specifically the University Relations Committee) and at Staff Council events.
   - Linda attempted to view this flyer in the share drive but does not have access to the University Relations Committee folder so this project was lost in all of the other things happening this spring after her failed attempt to take a look at it. Based on the flyer distributed at Orientations, it appears that it is satisfactory for uses within the Education Committee & the University Relations

4. Help the Elections Committee in gathering new prospective UISC members, which may include Orientations, the shared governance brochure, and/or with the mentor program with onboarding.
   - Utilized time at new staff orientations to talk about ways new staff can engage with staff council, discussed timeline for elections, and such. This was aided by a helpful resource that Julia pulled together for committee members to use at
orientations. This document outlined helpful talking points and items to emphasize with interested parties.

5. Work with Communications Committee to better educate staff on gap training opportunities, which may include website changes, Staff Council Facebook posts, and/or posting opportunities in the UI Events Calendar.
   • Worked with Communications Committee to update Education Committee blurb on the website and provide a more accurate overview of committee work for those who are less familiar with Staff Council.

Thoughts or aspirations for the Education committee for the upcoming council year:

1. Pick up work with the workable timeline to enhance the success & participation in the Mentoring Program.
2. Consider working with University Relations to enhance education regarding Staff Council to campus constituents.

Any other comments:

It is very difficult for the committee to manage re-matching anyone based on members who are added/removed mid-year from the committee. Especially since it’s usually not widely communicated when it’s a personal reason they went off. That might be something helpful for Marla to manage since she’s direct contact for them in knowing who needs a new mentor.

Elections Committee

<table>
<thead>
<tr>
<th>Chair/Co-chairs:</th>
<th>Michael Weaver</th>
</tr>
</thead>
<tbody>
<tr>
<td>Committee members:</td>
<td>John Laverty, Christine Cole, Mary Shumaker, Kevin Zihlman</td>
</tr>
<tr>
<td>Chair/Chairs for upcoming Council year, if determined:</td>
<td>President Elect</td>
</tr>
</tbody>
</table>

2019-2019 Elections Committee Goals and Accomplishments Against Each:

The Elections Committee completed all its stated goals except for the post-election interviews/councilor exit interviews. We are currently finalizing a survey to deploy to outgoing councilors to gage their satisfaction with their time on council and what we can do to better the councilor experience in the future. The biggest accomplishment was the creation and deployment of a Qualtrics-based election ballot, which was used successfully in all Function-level elections as well as two Organization-level elections. The ballot worked as expected and the procedure for its use should be simple to follow in future elections. No external system will be required going forward.
Thoughts or aspirations for the Elections Committee for the upcoming council year:

While we were able to recruit candidates to fill all open councilor positions, we should continue to explore ways to recruit candidates earlier in the year and cultivate more enthusiasm and competition for open seats.

Any other comments:

More emphasis should be put on the timeline and independence of Organizational elections. This year’s deadline was the last day of April and several will be late. In the future, Organizational elections should aim to be finished at the same time as the Function elections.

Health Care Committee

<table>
<thead>
<tr>
<th>Chair/Co-chairs:</th>
<th>Matthew Watson / Sally Fisher</th>
</tr>
</thead>
<tbody>
<tr>
<td>Committee members:</td>
<td>Watson, Matthew</td>
</tr>
<tr>
<td></td>
<td>Fisher, Sally J</td>
</tr>
<tr>
<td></td>
<td>Cole, Christine M</td>
</tr>
<tr>
<td></td>
<td>Conley, Elizabeth K</td>
</tr>
<tr>
<td></td>
<td>Davin, Nancy J</td>
</tr>
<tr>
<td></td>
<td>Drake, Theresa L</td>
</tr>
<tr>
<td></td>
<td>Kleppe, Jacqueline L</td>
</tr>
<tr>
<td></td>
<td>Golson, Lorna A</td>
</tr>
<tr>
<td></td>
<td>Gerasimovic, Jadvyga</td>
</tr>
<tr>
<td></td>
<td>Milke, Emily</td>
</tr>
<tr>
<td></td>
<td>Moninger, Thomas</td>
</tr>
<tr>
<td></td>
<td>Slevinski, Sonia K</td>
</tr>
<tr>
<td></td>
<td>Starks, Mary A</td>
</tr>
<tr>
<td></td>
<td>Vanorny, Ashley K</td>
</tr>
<tr>
<td></td>
<td>Van Dee, Brenda K</td>
</tr>
<tr>
<td></td>
<td>Laverty, John R</td>
</tr>
<tr>
<td></td>
<td>Weaver, Michael</td>
</tr>
<tr>
<td></td>
<td>Hesseltine, Michael J</td>
</tr>
<tr>
<td></td>
<td>Hopson, Gregory</td>
</tr>
<tr>
<td></td>
<td>Shumaker, Mary L</td>
</tr>
<tr>
<td></td>
<td>Lantz, Tyler</td>
</tr>
<tr>
<td>Chair/Chairs for upcoming Council year, if determined:</td>
<td>TBD</td>
</tr>
</tbody>
</table>

2019-2019 Health Care Committee Goals and Accomplishments Against Each:

1. Promote staff council and events across campus
2018-2019 Staff Council Committee Year-End Report
May 8, 2019

1. Coordinated with Jackie Kelpppe and her team to post communications and updates about council through Noon News and The Loop

2. Plan and hold an event for health care employees to meet and greet with current council members
   a. We were unable to get an event scheduled for this year. This will be a good goal to carry forward for the committee’s goals this coming year.

3. Interactive UI Health Care display that can be used at Hawkeye Caucus event next April 2019 and others
   a. UI Health data that will engage public, legislators etc and tells the story of how UIHC benefits the state of Iowa
   b. Impact across the state
   c. The interactive map was developed by Jackie Kleppe’s team. This interactive map and the data that was included was shared at the Hawkeye Caucus event in Des Moines on April 9th. This will continue to be a useful tool for sharing information and engaging people from outside the University of Iowa on the impact our health care system has on the state.

4. Goals from Dr. Jackson
   a. Getting better legislative support
      i. Members of the health care committee attended the Hawkeye Caucus event in Des Moines on April 9th.
   b. Cost saving ideas
      i. Committee members did not present any specific cost saving measures to leadership. However, there were presentations from different groups are our quarterly meetings from different staff that had cost saving or efficiency included.

Thoughts or aspirations for the Health Care Committee for the upcoming council year:
The committee will continue to use the quarterly meetings with UI Health Care leadership to highlight staff success stories and promote the great work staff are doing every day throughout the organization.

Any other comments:
It has been an honor and a privilege to work with my colleagues from UI Health Care. It brings me great pride that I am one of the original founding members of this committee. I have enjoyed seeing the scope and goals of this new committee evolve over the past two years and am confident that it will continue to represent staff and shine as a University of Iowa Staff Council Committee. – MW

I have thoroughly enjoyed being a part of this committee. I have learned so much more about the organization as a whole. Everyone is so committed to the organization. I am looking forward to the next year and all that we are going to do. *Sally
Human Resources Committee

<table>
<thead>
<tr>
<th>Committee Name</th>
<th>Human Resource Committee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chair/Co-chairs</td>
<td>Libby Conley and Kevin Zihlman</td>
</tr>
<tr>
<td>Committee members</td>
<td>Heather Mineart, Nancy Davin, Ashley Vanorny, Steve Paulsen,</td>
</tr>
<tr>
<td></td>
<td>Mihaela Bojin, Karen Kluesner, John Weyer, Glenda Smith (Ad Hoc)</td>
</tr>
<tr>
<td>Chair/Chairs for upcoming</td>
<td>Mihaela Bojin (Recommended); Heather Mineart (Recommended);</td>
</tr>
<tr>
<td>Council year, if determined</td>
<td>Kevin Zihlman (possibly depending upon potential Exec Committee</td>
</tr>
<tr>
<td></td>
<td>responsibilities)</td>
</tr>
</tbody>
</table>

2018-2019 Human Resources Committee Goals and Accomplishments Against Each:

- Address ongoing issues with UI Tuitition Assistance program
  - Created a Tip Sheet to assist Staff when applying for the UI Tuitition Assistance Program;
  - Offered background information on employee tuition benefits at other peer institutions.
- Address reports of poorly trained and toxic UI supervisors. In spite of great opportunities to add to a manager’s skillset, UI HR does not mandate any supervisor training/learning.
  - Understanding that UI promotes and hires more managers than can be trained in person, with the input from the Office of Organizational Effectiveness, a training matrix for a Supervisory Certificate was put forth for consideration of HR and UI Administration.
- Address outmoded standard two year probationary period to uphold our commitment to the best employees and continue to be an employer of choice.
  - Offered research on other industry-wide probationary periods and made suggestions to update the UI HR Operations Manual.

Thoughts or aspirations for the Human Resources Committee for the upcoming council year:

- The HR Committee should continue pushing forward with assistance from HR Organizational Effectiveness on creation of the Supervisor Certification Program.
- Also, the HR Committee should continue to educate constituents on the programs already available to staff through UI HR via its master matrix.
MSE/C Committee

<table>
<thead>
<tr>
<th>Chair/Co-chairs:</th>
<th>Joe Lang/Damien Blair</th>
</tr>
</thead>
<tbody>
<tr>
<td>Committee members:</td>
<td>Damien Blair</td>
</tr>
<tr>
<td></td>
<td>Joe Lange</td>
</tr>
<tr>
<td>Chair/Chairs for</td>
<td></td>
</tr>
<tr>
<td>upcoming Council year, if</td>
<td>Damien Blair</td>
</tr>
<tr>
<td>determined:</td>
<td></td>
</tr>
</tbody>
</table>

2018-2019 MSE/C Committee Goals and Accomplishments Against Each

- Submitted the annual salary letter from RISCAC for the BOR meeting in late April
- Requested updated contacts for other RISCAC institutions

Thoughts or aspirations for the MSE/C committee for the upcoming council year:

This year seemed to be a rebuilding year for the MSE/C Committee. Hopefully starting the new year fresh with a Chair and some new goals will get us back on track!

University Relations:

| Chair/Co-chairs:          | Cassie Walizer             |
|                          | Mihaela Bojin             |
| Committee members:       | Sally Fisher              |
|                          | Gregory Hopson            |
|                          | Monica Griffin Madura     |
|                          | Emily Milke               |
|                          | Katie Millard             |
|                          | Yelena Perkhounkova       |
|                          | Michael Weaver (ex officio)|
| Chair/Chairs for         | Potentially Greg Hopson    |
| upcoming Council year, if| with Cassie Walizer.      |
| determined:              |                       |

2018-2019 University Relations Committee Goals and Accomplishments Against Each:

Our goals at the beginning of the year were:
• Increasing visibility with the state legislature through Hawkeye Caucus and a letter writing campaign
  • Completed – trip to HC and we completed two letter writing campaigns.
• Completion of peer (Big 10) benchmarking and establish Big 10 share governance summit
  • Benchmarking is complete. UR has been in contact with other universities, and it’s working on coordinating a summit, probably next year.
• Maintain relationships with local (campus) shared governance units and increase collaboration between ORG reps and their shared governance units
  • We visited several college staff councils. A new college staff council (CLAS) starts its activity in June.

Thoughts or aspirations for the University Relations Committee for the upcoming council year:

1. Additional to this year’s activities, continue engagement with State legislators throughout the year. UR (co-)chair(s) and UISC leadership should reach out to Government relations to propose to meet with legislators when they are visiting the campus. Seek participation in events that would highlight the contribution of UI staff to the University and the State.
2. Publish on UISC’s website benchmarking data. Create a Big 10 hub for info for and about other institutions. Continue to plan summit.
3. Maintain relations with local staff councils (visits), and invite them to a UISC meeting to a panel discussion. Reach out to other shared governance groups from units (not just to those with a college affiliation) such as facilities, parking, athletics.