
Absent:  Carly Armour, Suzanne Doershuk, Lorelei Kurimski, Joe Lang, Adam Miller, Tom Moninger, Mary Starks, and Mark Wilson

Administrative Liaisons:  Cheryl Reardon, Associate Vice President and Chief Human Resources Officer

Guests:  Bob Millsap, Director of UI Compensation and Classification; Trevor Glanz, Director of Human Resources Data Management and Associate Director of UI Compensation and Classification; Jiongting Hu, HR Specialist; Dr. Melissa Shivers, Vice President for Division of Student Life; Casey Westlake and Quentin Misiag, Constituent Relations Coordinators for UI Governmental Relations Department; Cristobal McKinney, Office of Strategic Communications

Welcome, Roll Call, and Minutes

Minutes Approval:
- December 13, 2017 - UI Staff Council meeting (following edit from Nancy Davin: adding ‘two staff members’ before FRIC for stakeholder advisory committee area)
  - Craig Spitzer – motioned
  - Jim Verry – seconded
  - No objections or abstentions

Minutes Review:
- December 20, 2017 - UISC Executive Committee Meeting - no edit suggestions

Human Resources Update:  Cheryl Reardon, Bob Millsap, Trevor Glanz

Cheryl Reardon provided council with an update on the UI Staff Council’s submitted PathForward issues. These topics were a result from our fall 2016 survey. Most topics are HR related and committees were formed. The committee chairs for Salary & Compensation, Supervisor Accountability, and Intangible Benefits presented their recommendations to UI leadership and were given the ok to move on to the next step. Tuition Assistance issue is not moving forward at this time.

Bob Millsap and Trevor Glanz presented on the “State of Compensation”. This power point is located for your viewing on our presentation website. It’s hard to believe the ‘new’ comp and class market/performance pay system is 6 ½ years old! The University of Iowa is still one of Iowa’s preferred employers and the benefits continue to be high on the list. A full listing of Comp and Class philosophies and foundations are part of the presentation. They have been working hard to bring all job functions up to market values with a rotating review of positions each year. Regent schools have their own pay structures, but merit staff are currently the same because they are State regulated. A Pay Practice: P&S Job Function, Family, University Classification and Market Data pdf has been developed to demonstrate the pay process and is also on their website. Continuing education on the compensation system, increasing understanding, and clarifying expectations is just one of many next steps this busy department is working on for our university.
Division of Student Life: One Division, One Mission, Student Success: Dr. Melissa Shivers
From the moment a student steps foot on campus, the Division of Student Life (DSL) is a go-to place with a multitude of resources including roughly 600 employees and 1,880 student employees at their disposal to help ease prospective, current, and outgoing students transitions.

Their mission: The Division of Student Life fosters student success by creating and promoting inclusive educationally purposeful services and activities within and beyond the classroom.

DSL is committed to maintain each student’s excitement (along with their families), empower them, guide them, and help them make good decisions. As a compliment to the student’s classroom time, DSL and their many functional areas are one division with one mission = each student’s success. Please visit Staff Council’s presentation site to view Dr. Shiver’s power point presentation and look for the many opportunities DSL has for all employees and community members to contribute to the University’s overall strategic goal.

UI Volunteer Release Policy: Libby Conley and Glenda Smith, UIISC HR Sub-committee Co-Chairs

Engagement is a University of Iowa’s strategic goal and volunteering is one of many ways of strengthening the University’s presence within our campus, our local community, and the State of Iowa. UIISC HR sub-committee has been working with Central HR on a volunteer release policy statement. It has also been reviewed by the UIISC executive committee and presented to our all staff council meeting today. It is currently with Faculty Senate and will then make its way to President Harreld’s office. Stay tuned!

Also noted was Staff Council’s updated Workforce Support Matrix that is located as a resource on our website under the activity heading. This document, which has been available for several years, is to assist anyone seeking guidance, support, written policies, and optional paths for decisions.

Office of Governmental Relations online advocacy system: Casey Westlake and Quentin Misiag
The University of Iowa Governmental Relations department informed Staff Council of an opportunity for employees and students to connect with our state legislators. Prior opportunities involved writing a hand-written postcard mailed by UI’s Hawkeye Caucus division, but today Casey and Quentin unveiled a new online system powered by ‘Voter Voice’ called Take Action. This provides two ways to communicate with our state house. Directions are on the website, but one matter of importance to note: only use your personal email address for this method (political activities). Using your UI email address violates UI policy ‘32.7 Use of University Resources’. If you prefer to hand-write your message on a postcard, UI Hawkeye Caucus would be happy to provide one or more for you and they’ll even pay postage, sending them in waves to our legislators! Please refrain from using campus mail, contact a staff councilor or Casey and Quentin from the Governmental Relations Office. Thank you for your support in encouraging your legislators to invest in the success of the University of Iowa. It’s an investment in our state’s future.

Bylaws Committee: H Pedelty and Ted Potter, co-chairs
Two minor edits/changes to the UI Staff Council bylaws were proposed.

- Article XII, Section 3a
  - Motion to approve: Erin Brothers; Seconded: Apryl Betts – all in favor
- Article XI, Sections 1 and 3
  - Motion to approve: Apryl Betts; Seconded: Brenda Van Dee – all in favor
Full content of these by-laws prior, to proposal changes, are located within our presentation section on our Staff Council minutes page.
Announcements:
For those who signed up to volunteer at Hope Lodge, set up begins at 5pm today. Thanks to all who have contributed in one form or another.

Meeting adjourned: Apryl Betts motioned; Tim Wolf confirmed motion.

Optional Tour of Hancher: Chuck Swanson, Executive Director of Hancher Auditorium

Next Meeting: Wednesday, February 14, 2018; 2:30 – 4:30 PM - 2520D UCC