

**UI Staff Council Executive Committee**  
**Wednesday April 1, 2020**  
**8:00 - 9:30 am**  
**Virtual (Zoom) Meeting**

**Present:** Mihaela D. Bojin, Jadvyga Gerasimovic, Michael Hesseltine, Monica Madura, Heather Mineart, Jessica Richardson, Mike Weaver, Brenda Van Dee, and Kevin Zihlman

**Absent:**

**Administrative Liaisons:** Marla Rosenblum

**Review/Approval of UISC Executive Minutes:**

- March 3, 2020- UISC Executive Committee Meeting – Approved with no edits.

**Group Discussion Topics:**

**Presidents Updates – Mike Weaver**

- Discussion regarding the development of a "Federal Resources Management Team" on campus. It's a UI team Mike is helping coordinate with leadership to research and write proposals for recovery funding. This team will have a similar charge as campus had after the 2008 flood, as we want to align as a University and figure out how to pursue all relevant relief fund opportunities.
- A recent meeting regarding how virtual instruction is going Zoombombing and unauthorized participation was discussed. For UISC this means we may want to consider using security settings – Hawkid authentication - for our larger meetings to limit access.
- Admissions gave an update at a COVID-19 Campus Operations Update Meeting indicating that the next few weeks will show us where we will be at in the fall. Numbers are OK but still unclear based on extensions of public distancing. The current deadline for acceptance nationally is May 1, 2020.
- Brief discussion from each executive member about how their areas are being impacted, by COVID-19, at the moment and what concerns we are hearing from our constituents.

**University Staff Council Bylaws Committee Proposed Amendments to the Bylaws Review- Mike Weaver**

- ***Background for this proposed amendment:***
  - Article XV Section 4 was last amended during the 2015-16 council year to prevent competing claims to the presidency during a VP succession event. Because the clause that added this protection was phrased in the negative, however, its intent was not immediately clear.
  - This proposal flips the "not" condition around and further simplifies the section to make it more obvious what the existing language is meant to do.
- **Proposal 6: Amend Article XV, Section 4 to clarify how a Vice President/President-Elect may be replaced if the position becomes vacant for any reason**

*Reference:*

- SECTION 3. If the office of President becomes vacant within the first six months of the operational year, a President shall be appointed by the Executive Committee to serve the remainder of the term. If the office of President becomes vacant within the last six months of the operational year, the Vice President/President Elect shall become President for the remainder of that term as well as the following year.

*Current:*

- SECTION 4. If the office of Vice President/President Elect becomes vacant, a Vice President/President Elect shall be elected by the Councilors to serve the remainder of the term. If the vacancy in the office of Vice President/President Elect was not caused by a vacancy in the office of President, the elected Vice President/President Elect shall assume the office of President the following year.

*Proposed:*

- SECTION 4. If the office of Vice President/President Elect becomes vacant, a replacement shall be elected by the Councilors. If the vacancy was caused by the previous occupant becoming President in the last six months of the operational year, the replacement Vice President shall not assume the office of President the following year.

*Rationale:*

- To more clearly prevent competing claims to the presidency in the case of a Vice President/President-Elect succeeding to fill a vacancy in the office of President

*Vote:*

- All in favor, no opposition.
- OK to advance amendment to full committee for the first read.

**Coke Funds - Brenda Van Dee**

- Discussion surrounding the awards approved this year and current reconciliation process.
- Discussion of how to approach spending requests for the remaining few months of this fiscal year.
- Review of the accounting process for a possible roll over of excess funds to next year's budget.

**Elections – Heather Mineart**

- The elections committee has created a new workflow acceptance/decline form and tested the routing paths. Qualtrics elections ballots are being generated.
- Voting will open on April 6, 2020 and run until April 20, 2020.
  - Voting will be for 10 Function seats and 7 Organization seats.
- Nominations for Exec committee will take place at the April meeting.
  - Heather, Monica, and one At-Large member were asked to prepare short presentations to describe their current UISC roles, expectations, and time commitments.

**Constituent Communications Discussion regarding Staff Council and COVID-19 – Mike Weaver**

- The UISC monthly newsletter will be going out next week.
  - There will be a brief article on how UISC is moving forward in our roles across campus, involvement in committees, and will ask staff to utilize the UISC main mailbox to report any concerns and ask questions.

**Review of March Staff Council Agenda – Mike Weaver**

- HR Update – Cheryl Reardon (Joni?)
- Brand Update – Jeneane Beck, Assistant Vice-President External Relations and Ben Hill, Senior Director Marketing Communications (*to be confirmed*)
- Climate Survey Update – Bria Marcello, Diversity Resources Director and Mirra Anson, Director Academic Support and Retention
- Hawkeye Caucus Update – Liz Mills, Constituent Relations Coordinator (*to be confirmed*)
- Bylaws Amendment first read – Em Domingues, Bylaws Committee Chair
- Nominations for President-Elect, Secretary, and At-Large Positions – Heather Mineart Chair, UISC Elections Committee
- Round Table Discussion
- Closing remarks/update on approach to voting in May meeting – Mike Weaver

**Meeting adjourned:** Jadvyga Gerasimovic motioned; Michael Hesseltine confirmed motion.

**Next meeting:** May 5, 2020 2:00 – 4:00 pm, 2390 UCC or Virtual (Zoom)