

FINAL
UI Staff Council Meeting
Zoom
Wednesday, August 19, 2020

Present: Wendy Askling, Damien Blair, Mihaela D. Bojin, Matsalyn Brown, Libby Conley, Em Domingues, Kathleen Ford, Jadvyga Gerasimovic, Zach Girazian, Shari Heick, Erika Holm-Brown, Gregory Hopson, Genevieve Johnson, James Jorris, Becky Keogh, Jackie Kleppe, Tyler Lantz, Monica Madura, Heather Mineart, Debra O’Connell-Moore, Jamie O’Meara, Steve Paulsen, H J Pedelty, Yelena Perkhounkova, Carlton Petty, Lisa Piper, Ted Potter, Julie Qidwai, Kathryn Reynolds, Jeremy Richardson, Jessica Richardson, Rubia Ruiz, Teri Schnelle, Lisa Schumacher, Mary Shumaker, Sonia Slevinski, Glenda Smith, Jennifer Stout, Brenda Van Dee, Jim Verry, Yashwant Prakash Vyas, Cassie Walizer, Angela Ward, Michael Weaver, Jessica Welter, Carrie Whittaker, Anne Wilson, Toni Woodbury, and Kevin Zihlman

Absent: Michael Hesseltine, Emily Milke, Stephen Pacha, Jenny Simpson, Erin Turnis, Linda Weir Jacobi

Administrative Liaisons: Cheryl Reardon, Marla Rosenblum

Guests: Joni Troester, Manuela Cretella Foglio, Julie Jones, Laura Kastens, Pattie Kimbrough, Liz Lara, John Laverty, Andrea Shaevitz, Maureen Walterhouse

Welcome, Zoom meeting protocol, Attendance, and Minutes approval

Minutes Adoption:

- July 8, 2020 UISC Meeting Minutes-
 - Minor edits suggested by Brenda Van Dee. Additional edits to be provided by Yashwant Prakash Vyas.
- August 3, 2020 Executive Committee Meeting Minutes-
 - Minutes reviewed; further clarification from Brenda Van Dee regarding her remarks.

President’s Update, Heather Mineart, UISC President:

- Review of Zoom Meeting protocol
- Attendance by Zoom (guests please register by listing your name in the chat function of Zoom or if you’ve called in by email to Marla)
- General updates
- Leadership updates
 - Executive Vice President and Provost Dr. Montse Fuentes has elected to pursue a new opportunity at the university and will serve as special assistant to the president, where she will lead the team in updating the university’s strategic plan and dedicate a portion of her time to her research
 - Executive Vice Provost and Senior Associate Provost for Faculty Kevin Kregel was appointed Interim Executive Vice President and Provost
 - Dr. Sara Sanders was appointed Interim Dean of the College of Liberal Arts & Sciences
 - Dr. Liz Tovar was appointed Interim Associate Vice President for Diversity, Equity, and Inclusion
 - Tab Wiggins, a former Staff Council representative, was appointed Interim Director of the Center for Diversity and Enrichment
- UISC Representation on UI Committees – many councilors are serving on university committees (see the slide deck on the Staff Council website)
- Comfort Cart Donation – SC donated \$2,500 to the Employee Resilience and Recognition Team at UIHC to support front-line workers; one use of the funds was the employees were given a certificate to thank them and to redeem for a treat or small item. Other uses: a treat, small resilience item and/or they were also given a “Proud Iowa Staff” sticker is presented to staff from their Comfort Cart, which has a rotating schedule to various areas of the hospital.
- UISC Website – Heather thanked the Communications Committee for the updated SC website and

asked councilors to send their bio/headshot if they haven't already; she also asked for any additional feedback to be sent to staff-council@uiowa.edu

- BUILD Program – Heather briefly described the program and its importance for councilors; she listed the numbers of councilors who have BUILD certification or at least one course
- Longevity Awards – Heather reminded councilors of the program and gave a shoutout to Cheryl Reardon for her 30 years of service

Presentation Topics:

Human Resources Update – Cheryl Reardon, Associate Vice President and Chief HR Officer and Joni Troester, Senior Assistant VP and Deputy Chief HR Officer – Total Rewards

- **Budget Reduction Options and Process – Joni Troester**
 - o Joni went through a series of slides that outlined various cost saving options that HR presented to colleges/units for their consideration
 - o The options differ between staff and faculty due to employment rules & regulations for the specific job type
 - o The UHR website provides an overview of the process followed to review budget reduction options, and information on the HR Employment Coordination Committee.
 - o <https://hr.uiowa.edu/administrative-services/cost-saving-measures>
 - o A question was asked indicating that women were disproportionately represented in layoffs/furloughs and was HR aware of those impacts? Joni said that HR is aware of the impact on various populations and that one important factor in all decisions is the “business-critical need” for the position; Cheryl chimed in that many positions are related to grant and contract employment, which may affect certain populations more than others.
- **Update on Return to Campus – Cheryl Reardon:**
 - o Temporary Alternative Work Arrangements (TAWA) Populations with Vulnerabilities –UI using CDC definition; all UI employees eligible to apply for TAWA; apply through the Office of Faculty and Staff Disability Services: <https://hr.uiowa.edu/support/faculty-and-staff-disability-services>
 - o For P&S employees furloughed, HR has extended some benefits by three months after termination to assist with finding employment or Employment Assistance Programs (EAP)
 - o Cheryl reminded councilors to complete their safety training and sign the acknowledgement form via Self Service and to encourage other staff to do the same in preparation for returning to campus.
 - o She used a chart to show campus readiness for a return of faculty, students, and staff to campus; most units are either ready or are confident they will be ready.
 - o There's a new website for employees that puts all mental health resources together: <https://mentalhealth.uiowa.edu/>
 - o She shared that the Family Services Team is currently analyzing the data from a survey of UI employee parents of school-age children; they hope to find ways to help these employees as they transition into fall.
 - o She shared that the UI Extreme Weather Policy applies to the recent derecho situation; many employees were affected by power and internet outages and couldn't work. She encourages staff to work with their supervisors regarding how to report the time. Em has spoken to staff who were wondering how this situation is different from the 2008 flood in which employees were allowed to stay in regular paid status when the campus was shut down. Cheryl said that in 2008 the issues were on campus whereas the issues related to derecho were off campus.
 - o Em also asked about the enforcement of the face-covering policy – why are there differences between students and employees? Cheryl said that the mechanisms are different because of the status of each group.
 - o Heather mentioned that some CLAS employees who are mainly working from home wonder why they should have to pay for parking. Cheryl said that parking is an auxiliary business and there are options, so it's up to the employee; she also recommended connecting with Debbie Zumbach.
 - o Heather asked whether there are ways to compensate employees for using their own equipment for UI business; Cheryl said employees can work with their Deans / supervisors; perhaps ITS has

extra equipment that employees can use at home.

DEI Updates –

Reimagining Campus Safety Action Committee Update – Matsalyn Brown

- Matsalyn gave a concise summary of the committee’s work; she described the phases that they anticipate, some tools that they’re using, and a tentative timeline.
- The committee hopes to test their prototypes with the help of the UI Diversity Councils and Staff Council

AVP for DEI search update – Em Domingues

- The committee is made up of faculty, staff, and students
- Met with President Harreld and Interim Provost Kregel to reaffirm charge in light of leadership changes; the job description will stay the same since any alterations would require the search to be restarted
- The Committee was pleased that President Harreld and Interim Provost Kregel committed to naming an Interim AVP for DEI
- The committee will be going through a refresher implicit bias training session before reconvening to consider applicants.

The search is proceeding along its original timeline; virtual “airport interviews” with candidates are planned for October 2020

Communications Best Practices – Marla Rosenblum, Administrative Services Coordinator, Staff Council

- Marla wanted to remind function and org reps about ways to stay connected to constituents
- She explained how communications go to various constituents and that function reps often coordinate with other councilors to send communications
- She sent us to breakout rooms to discuss communications practices

Committee goals report out to council – all, led by committee chairs/co-chairs –

- Each committee chair spoke about their committee’s goals for the upcoming year
- Marla has goals from most committees; other committees to turn theirs in soon

Roundtable – not enough time

Meeting adjourned: By acclamation.

Next Meeting: September 9, 2020 2:30-4:30 PM (remote via Zoom)