

FINAL
UI Staff Council Meeting
Virtual Meeting via Zoom
Wednesday, July 8, 2020

Present: Wendy Askling, Damien Blair, Mihaela D. Bojin, Matsalyn Brown, Libby Conley, Em Domingues, Kathleen Ford, Jadvyga Gerasimovic, Zach Girazian, Shari Heick, Michael Hesseltine, Erika Holm-Brown, Genevieve Johnson, James Jorris, Becky Keogh, Jackie Kleppe, Monica Madura, Emily Milke, Heather Mineart, Debra O'Connell-Moore, Stephen Pacha, 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, Jenny Simpson, Glenda Smith, Erin Turnis, Brenda Van Dee, Jim Verry, Yashwant Prakash Vyas, Angela Ward, Linda Weir Jacobi, Jessica Welter, Anne Wilson, and Kevin Zihlman

Absent: Gregory Hopson, Tyler Lantz, Jamie O'Meara, Sonia Slevinski, Jennifer Stout, Cassie Walizer, Michael Weaver, Carrie Whittaker, Toni Woodbury

Administrative Liaisons: Cheryl Reardon, Marla Rosenblum

Guests: Bellinda Assemien, Patricia Baird, Janet Bell, Grant Cook, Manuela Cretella Foglio, Diane DeBok, Ryan Geerts, Jose Jiminez, Bob Kirby, Angela Looney, Bria Marcelo, Sandy Mast, Jenna Miller, Nilza Molina, Rachel Napoli, Candida Pagan, Allison Rockwell, Prisma Ruacho, Doug Slauson, Scott Trunkhill, Sachin Yawalkar, Sundus Yousuf

Welcome, Zoom meeting protocol, Attendance, and Minutes: Heather Mineart, UISC President

- Heather reviewed Zoom Meeting protocol and welcomed guests; she explained that at the point in the meeting when councilors would be broken out into Zoom breakout rooms, the guests would be able to stay in the main room but could not attend the breakout rooms.
- Attendance by Zoom and email to Heather/Marla
Heather called attendance and asked people to say how long they've been at the UI

Minutes review:

- June 25, 2020 UISC Meeting Minutes
 - *Two edits suggested for review from Brenda Van Dee. Accepted as amended.*
- July 1, 2020 Executive Committee Meeting Minutes
 - *Minor edits suggested for review by Brenda Van Dee.*

Presentation Topics:

Human Resources Update – Cheryl Reardon, Associate Vice President and Chief Human Resources Officer

- Cheryl described the responses to the Qualtrics survey of councilors regarding what topics she and her HR colleagues and other experts can bring to the Council during the course of this SC year.
- COVID-19 was the overwhelming top choice; she said that among other things, the topic has two components that she will address: budget effects and the return to campus. She also identified significant interest in the topics of remote work and Diversity, Equity, and Inclusion.
- She identified HR leaders who are prepared to present on several topics in the next few months:
 - Joni Troester will present an overview of the many options for cost reductions across campus
 - Cheryl will present on the budget coordination process and remote work
 - Trevor Glanz will be available to present on Compensation & Classification
 - Co-chairs of the DEI action plan to present an update
 - Talinda Pettigrew may also be able to present on her work in HR on diversifying the UI workforce

Vulnerable Populations – Nathan Stucky, Director Faculty and Staff Disability Services

Temporary Alternative Work Arrangements for Populations with Vulnerabilities to COVID-19

- Nathan framed his discussion in terms of:
 - Populations with vulnerabilities or who have members in their home who are vulnerable
 - The process for requesting temporary alternative work arrangements
 - Types of temporary alternative work arrangements
- The vulnerabilities include those defined by the CDC and include the employee and any household member; all employees may apply for temporary alternative work arrangements; the process is separate from requests from individuals whose conditions fall under the ADA. In addition, there are separate guidelines for UI Healthcare employees.
- He went through the process for requesting temporary alternative work arrangements and pointed employees to the Faculty and Staff Disability Services website for complete information: <https://hr.uiowa.edu/support/faculty-and-staff-disability-services>
- He briefly explained that an employee must complete a university workflow form, that the form will be sent to the local HR representative who will then review it with HR. In most cases the form will be approved and sent back to the local HR rep, who will then discuss the request with the employee's supervisor or unit head to determine whether a temporary alternative work arrangement can be allowed or will be denied. If a request is denied, Nathan will review the request and the reasons for denial to ensure the process was fair.
- He also described some types of temporary alternative work arrangements that may be requested; the list was illustrative rather than comprehensive.
- There were several questions; he encouraged employees to go to the FSDS website and after reviewing the information there to contact HR with any questions.

Staff Council year strategy and Staff Council approach to DEI – Heather Mineart, Staff Council President, and open discussion (all)

- Heather began this portion of the meeting by thanking councilors that took the time to review and complete the Qualtrics form with feedback on the actionable and influential items that the Executive Committee compiled as a starting point for further conversation.
- She also gave some background regarding the DEI statement that was sent in early June and the charge she gave the Executive Committee to review the University's DEI Action Plan and the Campus Climate Survey Data to explore ways that Staff Council can discern ideas related to DEI that councilors and SC committees can act upon (Actionable Items – training/resources, partnerships, website/communications, and committee work) and those that they can influence (Influences – faculty, staff, and student training, HR, and communication/social activities) as guiding points for initiatives/goals the coming council year.
- She said that after the Executive Committee had identified Actionable Items and Influences Exec wanted to request feedback from the Council to gain further insight. She said that Mike Weaver had created a Qualtrics form that listed the themes under each topic and the items Exec had identified under each of the themes. The Qualtrics form was sent to councilors with the request to review the items under the themes and to add any additional items they felt were important to consider as well as any other feedback.
- She also indicated that the Executive Committee received a lot of feedback from the Qualtrics form and that the PowerPoints will be content heavy as she wanted to make sure that all councilors were able to see the raw data.
- After this review, she invited open conversation surrounding the first theme: Staff Council Training and Resources.
- The conversation began with a discussion regarding the extent to which Staff Council is following its own intentions regarding DEI. It was suggested that the Division of Diversity, Equity, and Inclusion could have been invited to be part of the discussion, that Diversity Councils could have been invited; that by inviting other relevant parties / groups, the Council would have shown that it is acting on its intentions regarding collaboration.
- Concerns were shared regarding the lack of inclusion and equity in Staff Council's operations. It was shared that Staff Council should lead by example by evaluating and reforming its own processes and practices. A specific example shared was Staff Council Committee Chair and Co-chair assignments for the 2020-2021 year. It was shared that qualified and interested individuals are being overlooked for key leadership roles. In June meeting, the Council talked about increasing representation on SC but not a single person of color was appointed as a committee chair or co-chair despite the fact that there are

qualified and interested councilors. It was shared that this is just an example of how SC's words do not align with its actions.

- Additional examples of inequitable and exclusive practices were shared by other councilors.
- Following this, several councilors suggested that the process to select committee chairs and co-chairs be made more transparent and more democratic.
- Several councilors expressed the desire to reconsider the appointment of current committee chairs and co-chairs; Heather agreed that she will review the current appointments.
- Some councilors expressed the desire to invite members from university diversity councils and other relevant groups to join Staff Council; several options to facilitate those invitations were suggested.
- A councilor suggested the group split into breakout sessions to have small group discussion. Groups were divided into the breakout rooms according to the original plan to split into committee groups and were given 20 minutes for further discussion.

Small group Breakouts

Councilors discussed issues and then were returned to the larger group.

Heather reconvened the group and thanked everyone for an enlightening discussion.

- She asked to hear some of the topics/discussions from some of the breakout rooms.
- She said that she will review the current appointments of committee chairs and co-chairs and that she will convene a special Executive Committee meeting to discuss next steps.

Meeting adjourned: Libby motioned; Kevin confirmed motion.

Next Meeting: August 12, 2020 2:30-4:30 PM (Virtual Meeting via Zoom)