

FINAL

UI Staff Council Executive Committee
Wednesday, October 7, 2020
2:30-4:30 pm
Online via Zoom

Present: Mihaela Bojin, Genevieve Johnson, Heather Mineart, Theodore Potter, Glenda Smith, Brenda Van Dee, Mike Weaver, and Kevin Zihlman

Absent: Teri Schnelle

Administrative Liaisons: Marla Rosenblum

Guests: Em Domingues

Welcome, Attendance, Approval of UISC Executive Committee Meeting Minutes:

- September 2, 2020- UISC Executive Committee Meeting – Approved with minor edits.

Proposed Bylaws Amendment re Community Outreach Committee – Em Domingues

- The Community Outreach Committee requested changes be made to their Purpose and Scope of Concern as listed in the proposal provided by Em
- As stated by the committee:
 - *Rationale for changes: the current purpose and scope are not in alignment, as the purpose reflects serving the community, while the scope focuses on campus events. Further, the committee wishes to eliminate the interchangeable use of the following words ‘charitable work’, ‘contributions’, ‘volunteerism’ and ‘philanthropic’ to ensure the purpose and scope of the committee is clear.*
- After some discussion, Kevin moved to place the amendment as proposed before the Staff Council for a first reading; Ted seconded; the motion was approved.
- Heather asked Em about the status of the Bylaws Committee proposed amendment regarding Staff Council and Executive Committee minutes distribution; Em said that the committee is working on the proposal and hopes to bring it to the Executive Committee soon.
- There was some discussion regarding distribution of the draft minutes beyond the Council or the Committee; Bylaws will have further discussions regarding the language of the proposal.
- Ted said that he had suggestions for the language as proposed and would send those suggestions to Em and the Bylaws Committee.

President’s Update, Heather Mineart, Staff Council President

- Staff Council vacancies (Libby Conley, Julie Qidwai)
 - Kevin, as the Elections Committee chair, is working with the College of Public Health on a replacement for Julie
 - Heather and the Elections Committee went back to the list of people who were interested and had participated in the last election and found Emmett Oldham had the next highest number of votes after Libby; he accepted the offer to join Staff Council to replace Libby as function rep for Behavioral Health & Health Care.
 - As a health care representative, he will be placed on the Healthcare Committee as required by the Bylaws; he will also be asked whether he would like to join another committee and if so, he will be offered a choice of committees who are open to additional members.
- Dr. Liz Tovar, Interim Associate Vice President for Diversity, Equity, and Inclusion to speak to Staff Council next week; do we want her to come speak to the Executive Committee on a regular basis? Or should we have the SC DEI Committee join the Executive Committee? Mike Weaver, Chair of the SC DEI Committee suggested that we not burden Dr. Tovar but have the DEI Committee regularly report to the Executive Committee.
- Future of Work at Iowa – Cheryl Reardon is convening a task force to explore the ways work has

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changed due to the pandemic and how work at the university might change permanently in the future. The task force will be co-chaired by Cheryl and Dr. Lois Geist and will have representatives from many units and other interested parties, including Staff Council. If a councilor is interested in joining the task force, they are to let Heather know. Heather will forward the list to Cheryl, who will choose one person from the list. Cheryl anticipates the task force's work will take 6 to 9 months.

- Heather brought up the fact that President Harreld is retiring and that a Search Committee is being formed. She said 51% of the committee must be faculty per the best practices document that was the result of a recommendation of the Presidential Search Review Team's report after the last Presidential search. There was some discussion as to who may participate in the search. Staff Council will ask to be included on the committee.

Discussion Topics

UISC Website – Committee Pages – Ted Potter

- The group discussed the Communications Committee proposal to add a section on each SC committee's web page for updates and/or news. The sentiment was that the Communications Committee can work with the committees on whether they want to add an updates/news section to their web pages. Communications will also explore adding updates/news to the SC newsletter and point to the committee pages as well.
- Heather asked whether we could highlight councilor success and how we might encourage people to notify us about success, perhaps by a button on the SC website. Communications Committee will explore options; one thing that is planned is to continue councilor profiles.

White House Executive Order and DEI Training – Heather

- Shared governance groups are working on a joint statement in response to the UI pause in DEI training, as well as other training.
- The SC DEI Committee held its meeting prior to the Executive Committee meeting. Mike Weaver is a co-chair and he reported that they discussed the UI pause. The committee expressed disappointment in the UI pause, especially because UI appears to be the outlier in the B1G Alliance and is not in alignment with ISU or UNI.
- The joint statement does not mention staff and its recommendation seems not to be strong enough.
- Heather will contact Joe Yockey, the Faculty Senate President, about the Executive Committee's concerns and will get back to committee members via email.
- The committee agreed that if we join the joint statement, the Executive Committee will be the signatory, rather than signing on behalf of the entire Staff Council. If the Executive Committee members agree to sign on, Heather will notify all councilors; perhaps we can have a discussion at the next Staff Council meeting next week.

Committee Goals Review

- The Bylaws Committee is considering a proposal to rescind the change to the Bylaws from two years ago to have proposals be considered by the Executive Committee before they are sent to the full Staff Council. There was discussion that the prior process was rather chaotic and that the present procedure makes considering amendments more orderly.
- Heather brought up the Communications Committee goal regarding reaching out to Merit Staff. She asked Mike Weaver about the progress on reaching out to Merit Staff; he said that COVID hit about the time he was making inquiries and so it was postponed. He hopes to restart communications and will work with the Communications Committee.
- The DEI committee goals are of concern in light of the recent federal Executive Order; Mike said that the committee will continue to reach out to SC committees as to their DEI goals.

Staff Council Principles and Goals Discussion

- Heather asked for comments on reviewing Staff Council Principles and Goals

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- It was suggested that it would be wise to appoint a subgroup to study the principles and goals as well as the Policies & Procedures Manual

Social Media Recruitment Guidelines Discussion

- Supervisor training touches on the use of social media in recruiting
- The guidelines are fairly clear that search committees cannot research applicants / candidates' social media presence, which seems to be an outdated practice in the current social media and hiring environment and during the pandemic.
- The guidelines have not been posted to the UHR website, so they may not be shared

Video thanking students

- After discussing whether it would be appropriate to make such a video, the Executive Committee decided to table the idea for now.

October Staff Council Meeting

- The agenda is packed, with no time for councilor discussion; we decided that it would be helpful to add an optional 30 minutes to the end of the meeting to allow for discussion.
- Heather asked whether we should invite Monique DiCarlo, Office of the Sexual Misconduct Response Coordinator and Title IX Coordinator to come speak to SC regarding Title IX issues, perhaps in November.

Research Council Open Position - Brenda Van Dee

- Brenda had provided the Executive Committee with a request for clarification regarding the appointment of an Executive Committee/Committee on Committees member to a university charter committee
- After discussion of the Committee on Committees procedure for choosing the person to fill the vacancy and a review of the SC Bylaws, it was determined that the Committee's procedure was acceptable.
- The Committee on Committees was asked to notify the person who was not chosen as to the procedure that was followed in arriving at the choice.

Coke Funds Request – Brenda Van Dee

- The funds requested are for the Health Fair and LiveWELL activities on campus
- This request is the same dollar amount as last year
- This request will be considered at the November SCEC meeting.

Staff Concerns

- The meeting ended without having time to discuss staff concerns.

Meeting adjourned: by acclimation.

Next meeting: November 4, 2020 2:30-4:30 pm, Online via Zoom