

Committee Updates

April 2021

Awards Committee

Submitted by James Jorris and Mary Shumaker

Nominations are now open for the following Staff Awards. The deadline is Wednesday, May 5, 2021

In its inaugural year, the Staff Award for Distinguished Leadership in Diversity, Equity, and Inclusion award to celebrate Merit, Merit Supervisory Exempt/Confidential, and Professional and Scientific staff who work toward increasing diversity, equity and inclusion (e.g., racial-ethnic, gender, sexual orientation, veteran, political orientation, academic discipline, first generation) among staff, faculty, or students at Iowa.

The Richard E. Gibson Award for Innovation and Excellence in Customer Service. This award recognizes merit employees with outstanding creativity and innovation in process improvement or exceptional achievement in providing customer service.

The Board of Regent Excellence Award celebrates Merit Supervisory Exempt/Confidential and Professional and Scientific staff who have made outstanding accomplishments and contributions to the state institutions as well as the State of Iowa.

The UI Outstanding Staff Award rewards Merit Supervisory Exempt/Confidential and Professional and Scientific staff whose outstanding accomplishments or contributions significantly benefitted or brought honor or recognition to the University.

The David J. Skorton Staff Excellence Award recognizes Merit Supervisory Exempt/Confidential and Professional and Scientific employees with exceptional imagination and dedication whose contributions have significantly improved the university community.

The nomination form and details for each award are available on the Staff Council Awards page at <https://staff-council.uiowa.edu/about-staff-council/staff-council-awards>. If you have questions or need assistance, please email the Staff Awards Committee at staffawards@uiowa.edu.

ByLaws Committee

Attendees: Em Domingues (Chair), Genevieve Johnson, H Pedelty

Continuing Business

- Bylaws Publication Process Correction:
 - Approved at the March 10th, 2021 Staff Council Meeting
 - Living copy of the Bylaws (in both Word and PDF formats) has been updated on the Shared Drive
- Committee Chair Selection Amendment:
 - Presented revised proposal at the March 3rd, 2021 Executive Committee Meeting

- Executive Committee was much more supportive of the revised language
 - No rush to get something done for the sake of getting something done: Because the ask (from councilors) was to democratize the process, there's support for taking our time and getting this right.
- Remaining questions to address:
 - Timing of committee chair selection: If a committee does not have a named "chair" (or convener) until the Staff Council retreat (second meeting of the council year) then how do Exec and Marla communicate with the committees?
 - Who is responsible for calling the first meeting and shepherding the chair-selection process?
 - Does this process in any way favor more extraverted / assertive / outspoken councilors?
- Potential solutions:
 - Name a member of executive committee (or a returning councilor) to serve as the temporary chair / convener of each standing committee for the first meeting. May need to alter duties of officers.
 - Convener could be responsible for:
 - Calling the first meeting of the standing committee (sometime between the first and second meetings of the full council).
 - Soliciting names and nominations (asynchronously) for committee chair. This would allow all members a chance to think things over (and submit their name, or the name of others) privately without having to jump-in on the spot.
 - Facilitating any election procedure to be completed by the end of the second meeting of the council year.
 - Transmitting the name of the chair(s) to Executive Committee
- Next steps:
 - Bylaws Committee will hold a work session on 4/1/2021 to refine this idea, describing the process in detail, addressing remaining questions, and determining what belongs in the Bylaws versus what would be administrative policy/procedure

Action Items

- **Em** will schedule a work session for the Bylaws Committee to be held on 4/1/2021
- **Genevieve** will update the copy of the Bylaws on the Staff Council website.

Communications Committee

Submitted by Ted Potter

The Communications Committee met in March via Zoom to discuss ways to increase readership of the newsletter, the pros and cons of a monthly newsletter, and content for upcoming issues. We plan to continue councilor videos and accomplishments, to explore items beyond campus activities that may be of interest to staff, such as flood and tornado risks, and to publicize volunteer opportunities that are likely opening back up this summer and fall.

As always, we're interested in your input and your stories. If you have a story to tell UI staff, please contact Marla Rosenblum or Ted Potter; if you have comments, questions, or suggestions, please let us or other committee members know; contact Damien Blair, Jackie Curnick, Zach Girazian, Jackie Kleppe, Jessica Richardson, or Linda Weir Jacobi.

Committee on Committees

Submitted by Brenda Van Dee and Steve Paulsen

- CoC members reviewed 66 applications for the 12 Presidential Charter Committees that had openings. This included 8 merit at 58 P&S applicants.
- 15 applicants were chosen to fill the openings (3 committees had 2 open slots).
- We are in the process of sending out notifications and confirmations to all involved.

Community Outreach

Submitted by Angela Ward

Nothing to report this month.

Diversity, Equity and Inclusion Committee

Submitted by Mike Weaver and Matsalyn Brown

- DEI committee has approved reaching out to the UI Diversity Councils to offer a one-time grant to fund their council's activities. Next step is to begin communicating with the Diversity Councils.
- DEI committee is forming a subcommittee to draft a guidance document for other UISC committees to utilize in the future when drafting their own Diversity, Equity, and Inclusion-related goals.
- As for the RCSAC, we met with our Astig consultants yesterday. They shared the preliminary report and data they collected for us from the feedback sessions. It is not ready to be shared with the campus yet. RCSAC members are currently digesting the information we have received. We will convene in about two weeks to start writing our recommendations to the president. In the meantime, edits to the report are still being made.

Education Committee

Submitted by Glenda Smith and Carrie Whittaker

The Education committee met on 3/10, to review updated Mentor and Mentee surveys. Final edits were made and sent to Marla for review. Survey to be launched in April.

Elections Committee

Submitted by Kevin Zihlman

The UISC Function ballots went live on April 6th and voting for representatives in 7 different functions will continue through April 20th. We encourage all Staff Councilors to talk with constituents about voting in these elections assuming they are eligible to do so. The Elections Committee is also following up with the four organizations that are conducting their Org level elections. The Elections Committee should know the results of the four organization elections by the end of April. Lastly, a call for Staff Council Officers and At Large positions on Executive Committee will go out at the April 14th Staff Council meeting. The officer and at-large elections will occur at the May 2021 Staff Council meeting.

Health Care Committee

Submitted by Jackie Kleppe, and Michael Hesseltine

Our health care committee met in March and discussed at length the UI Health Care strategic planning process, our health care committee goals and progress and upcoming engagement interest with UIHC leadership.

Councilor James Jorris who sits on the strategic planning committee provided an update on the UI Health Care Strategic Planning process. The draft of the health care plan will include 5 pillars: Student Success; Research and Discovery, Engagement, Diversity, Equity, Inclusion and Collaboration and Patient Care. Our values changed from ICARE to “WE CARE” Welcoming; Excellence; Collaboration, Accountability, Respect and Equity. Discussion took place on the connection to the UI Strategic plan and performance review updates with the updated WE CARE values.

Councilor and Co-chair, Jackie Kleppe shared a status update of our committee goals. We have made great progress on our engagement goals and other good progress on both the leadership connection and DEI related goals. The slide deck is saved in the Staff Council Health Care committee folder on the shared drive. Councilor Kleppe has made a process document for communications and engagement with health care employees via the committee to include who is doing what actions and that can be maintained as we have councilor turnover in years to come.

Discussion took place to identify individual health care leaders to invite to share updates with our committee at upcoming monthly meetings around the topics of Covid vaccine rollout, finance and Certificate of Need for the North Liberty project.

Human Resources Committee

Submitted by Teri Schnelle and Yashwant Prakash Vyas

Goal 1: Advocate for a work/time release policy in the operations manual for P&S and merit staff to participate in shared governance and professional development.

Update: We have finalized the policy language and are seeking feedback from the Bylaws Committee and Faculty Senate. Once we have support finalized from those two groups, we will submit it for change to the Operations Manual and conclude our work.

MSE/C

Submitted by Damien Blair

The MSEC Committee successfully submitted the annual statement regarding annual salary policies from RISCAC to be included in the April BOR meeting materials.

University Relations

Submitted by Mihaela Bojin and Shari Heick

- We reviewed the committee goals and discussed plans that will likely extend into the next Council year.
- We are looking to connect with legislators that have connections to Staff Councilors, or are from the Eastern Iowa area, to advocate for the University. We discussed again that we are not in a position to lobby or express our personal views in these discussions, but we can bring up positive stories about the UI and its impact around the State. Focus areas for discussions with specific legislators can be narrowed to reflect that legislator's local interests. Members are researching these legislators and will bring up names to the next committee meeting.
- A subcommittee is working with org reps and coordinating with them interactions with local/collegiate staff councils.
- A Big 10 meeting of staff councils will be lead by OSU this spring; and they solicited feedback a couple of weeks ago.