

FINAL

UI Staff Council Executive Committee
Wednesday, April 7, 2021
2:30-4:30 pm
Online via Zoom

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

Absent:

Administrative Liaisons: Marla Rosenblum

Guests: Em Domingues, Bylaws Committee Chair

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

- March 3, 2021- UISC Executive Committee Meeting – Approved.

Bylaws Amendments

- Amendment of Article XVI – Staff Council Committees – Em presented the committee’s latest language, particularly focusing on the new Section 1 regarding assigning a Convenor to facilitate the committee’s initial work to elect a Chair.
 - The discussion centered on the intent of the proposal to allow for a democratic way to select committee chairs while also recognizing the potential delay that committees face in discerning committee goals and starting their work for the UISC year.
 - Several suggestions were made that could address both issues.
 - The consensus was to have next year’s President pilot a version of the proposal to see it in operation and to evaluate the efficacy going forward. Kevin agreed to pilot the proposal during his Presidential year.
 - The Bylaws Amendment proposal was tabled.
 - Time release proposal A subcommittee of the UISC HR Committee worked with Jan Waterhouse to propose changes to language in the UI Operations Manual that would provide clarity that eligible employees have a right to volunteer/run for opportunities in formally recognized shared governance bodies and that supervisors should provide reasonable accommodation so that they are able to participate, if selected. Current language is somewhat vague and could be interpreted that supervisors can restrict employees from running for these positions.
 - Following meetings with UIHC HR leadership, the language was revised and has been endorsed by both University HR and UIHC HR. Because the Operations Manual language is sourced from the Staff Council Bylaws, the change was subsequently sent to the Bylaws Committee for approval. The Bylaws Committee endorsed the change and has recommended that it be added to the April Staff Council Meeting for a first read.
 - Ultimately, the UISC HR Subcommittee hopes that this change to the Operations Manual will provide a pathway for Merit Staff to participate in shared governance activities, but this may require more study and additional revisions to the manual.

Coke Funds update: FY '21 status, potential allocations - - Brenda Van Dee, Budget Officer

- Brenda reported that the UISC office budget is GEF funds which should be spent or they will revert to the GEF; the Committee agreed that we should find ways to spend the funds this fiscal year.
- Marla reported that there’s about \$7,600 remaining in the UISC office budget; she can spend about \$2,600 for supplies, name badges, and other miscellaneous office items. She can spend some of the additional funds on UISC-branded items that are given away during UISC-sponsored events or UI events in which UISC participates, but storage is a concern. After further

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discussion, we agreed that:

- Marla will investigate ordering a new banner and table coverings with the new branding in mind
- She will explore ordering UISC polo shirts for all councilors
- She will spend the remainder on the UISC-branded giveaway items
- Brenda provided an update on the Budget.
 - Ted asked whether we would be able to fund typical requests next year if we didn't receive any Coke funds; Brenda says it depends on whether we exhaust the funds this year or the amount we carry over. Allocating some of this year's funds to departmental or collegiate shared governance groups and diversity councils was discussed at the last Executive Committee meeting.
 - After some discussion regarding the numbers of shared governance groups and councils, the University Relations Committee will reach out to department/college shared governance groups, while the DEI Committee will reach out to the UI campus diversity councils. Kevin moved that \$10,000 be earmarked for these groups; Mike seconded; all approved.
 - The Executive Committee is comfortable carrying over approximately \$30,000 for next year.

President's Update, Heather Mineart, Staff Council President

- **Presidential Search** – 12 semi-finalist interviews; 4 finalists have been identified; there will be both virtual and in-person options; each person will have two full days on campus including a campus public forum. Staff Council, SEIU and AFSCME will have time with candidates; campus will have option of providing feedback via a Qualtrics survey through April 27th; feedback will be reviewed/compiled by the Search Committee on April 28th and will meet with BOR to provide feedback from campus; BOR plans to name next UI President on April 30.
- **Vaccination Update** – All employees are now eligible to receive vaccination from UIHC; employees need to complete ReadySet survey to initiate process; students are as well eligible, and vaccines will be administered through Student Health Service.
- **UI Strategic Plan** – Heather reported that shared governance leaders are working with leadership to assess where shared governance fits into the strategic planning process. Development teams are currently being appointed by the co-chairs and thus far we know Teri Schnell has been appointed to the Data and Assessment Team. More information will be shared as it is available.
- **Feedback from staff** – a staff member reached out to a UISC member to ask if they could look into the increasing delays in receiving reimbursements from Flexible Spending Accounts; after some inquiries, it was determined through an audit of our FSA processing compared to the IRS guidelines, within the last 5 years, the university identified new processes that were needed, which has increases processing times; another factor is the addition of more eligible medical expenses/over-the-counter items, which has created a large uptick in claims. Current processing is at less than 14 business days..
- **Graduate College Dean interviews** – Teri Schnelle and Mike Weaver volunteered to participate in these interviews.

Discussion Topics

Future of Work Update – Kevin Zihlman

- The Committee is collecting feedback from Sr HR Reps
- Some results have been shared with departments/units
- The Committee intends to provide a framework for departments/units; departments/units will have the authority to make their own decisions
- Some departments/units have already set return to campus dates

TIAA Farmland update – Kevin Zihlman

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- Resolution from Sustainability Charter Committee calling on TIAA to divest investments in companies that are violating sustainability principles that are part of TIAA's sustainability commitments.
- The resolution will be brought to the full Staff Council for their consideration at the June meeting; the resolution will then be brought up for a vote by UISC during the July meeting.

P3 Funding update – Mike Weaver

- 46 proposals survived the initial vetting
- 10 were chosen for full consideration; it is anticipated that there is enough funding to fund all of the proposals, but some may not be funded
- Exec discussed whether staff could qualify for P3 funds; the consensus seems to be that there is no clear path for staff to follow to qualify.

Staff Council Elections update – Kevin Zihlman

- Ballots out; the Committee discovered the need for minor process improvements that Kevin has documented for the next Elections Committee
- Results are expected by April 26th

Committee on Committees Selections update – Brenda Van Dee

- People have been identified for all vacancies this week. The process of confirming applicants will continue with announcements to follow.
- The process of anonymizing the applicants for consideration went well.

End of year committee report template – Marla Rosenblum

- Marla asked whether the current template should be modified.
 - The consensus was to leave the form the same for most items.
 - Regarding recommendations for next year's chair, the consensus was to add the word "recommended or suggested chair."

April Staff Council Meeting agenda – Marla Rosenblum

- Marla ran through the items of this full agenda; there were no questions.

May Staff Council Meeting agenda – Heather Mineart

- Cheryl Reardon will give an end cap on year and discuss the Future of Work Committee findings.

Meeting adjourned by acclamation.

Next meeting: May 5, 2020 2:30-4:30 pm, Online via Zoom