

UI Staff Council Executive Committee  
Wednesday, September 1, 2021  
2:30 – 4:30 pm  
UCC 2670 and Online via Zoom

## Attendance

### Present

Kevin Zihlman, Rubia Ruiz, Shari Heick, Matsalyn Brown, James Jorris, Heather Mineart, Becky Keogh, Jackie Kleppe

### Absent

Marla Rosenblum (Administrative Liaison)

### Guests

Josh Berka, Assistant Athletic Director, Event Management & Sports Camps

## Approval of UISC Executive committee meeting minutes

### Minutes approval:

- August 4, 2021 – UISC Executive Committee Meeting – motion by Shari, second by James, approved with no edits.

## Discussion topics

### September 8 Staff Council Agenda

- Reviewed upcoming UISC meeting agenda

### Strategic Planning Update

- Heather's next meeting is scheduled for September 10<sup>th</sup>. The current focus is on goal setting and meeting with stakeholders.

### Representative to the Travel Advisory Committee

Jenny Simpson has resigned as Executive Committee Budget Officer and Staff Council Member. Due to this, multiple openings exist:

- Jackie has already engaged with the College of Engineering to start a search for a new Org rep.
- Kevin consulted the Bylaws committee chairperson, Em Domingues, about possible options for selecting the next Executive Committee Budget Officer.
- Becky Keogh will serve as the UISC Travel Advisory Committee representative.
- Jackie Kleppe will serve as the UISC Facility Management Central Service Advisory Committee member.

### Proposed Operations Manual Changes

- Kevin reviewed upcoming changes to the Operations Manual regarding Harassment and the Acceptable Use of IT.
- State law has dictated the wording for speech conduct in Anti-Harassment Policy though the prior policy wording is being retained for non-speech conduct. The changes to the Anti-Harassment Policy separate the standards applicable to speech from those for non-speech conduct.

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- With the dramatic increase in the use of electronically stored documents and communication methods over the last decade, issues in litigation about document production have also increased. The destruction of electronically stored information (ESI), even inadvertently, can lead to serious consequences in litigation. With increasing frequency, the university is encountering disputes in litigation about ESI that negatively impact its legal position. As a result, the Attorney General's Office (which defends the university in court) has directed the university to adjust its ESI collection and preservation measures. The proposed changes to the Acceptable Use of IT policy align it with the law on employer access to ESI. These changes clarify the university's right to access ESI when there is a legitimate work-related reason and in instances of work-place misconduct. Access or monitoring will still be conducted with notice to the user, unless after consultation with the Office of General Counsel or UIHC Legal Affairs, it is determined that notice is not feasible or appropriate.

**Coke Request/Funding Update**

- Kevin was informed UISC should expect the full Coke fund allotment for FY22. Discussions will occur with UI finance staff to discuss future Coke fund needs.

**State Fair Debrief**

- Thank you to Jackie Kleppe, Sarah Ling, and Jeremy Richardson for volunteering.

**UI Leadership/Shared Governance Orientation**

- Recently, Jackie attended the UI Leadership/Shared Governance Orientation where multiple high-level administrators presented.
- The orientation included representatives from Faculty Senate, UISC, Undergraduate and Graduate & Professional Student Governments, and the Student Regent who is a UI student.

**Update on Discussions with Exiting Councilors – Share Out**

- Some staff council members have had an opportunity to meet with exiting councilors and others have meetings scheduled.
- The feedback has been very positive.

**Future Breakout Sessions during full Staff Council Meetings**

- Future breakout sessions will include a general reminder about civility and respectful communication.

**Speaker from Athletics Department**

- Josh Berka, Assistant Athletic Director for Event Management & Sports Camps, spoke with SCEC about upcoming changes to game day management.
- Alcohol Introduction
  - New this year at Kinnick: alcohol will be sold. Partners in overseeing this initiative and ensuring this is done in a responsible manner include: Iowa Alcoholic Beverages Division, UI's [Alcohol Harm Reduction Committee](#), law enforcement, UI Risk Management.
  - Iowa is the 8<sup>th</sup> Big Ten school to introduce alcohol sales. The number of alcohol related incidents have decreased for similar institutions who sell alcohol. UI will be tracking this throughout the season.

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- The number of security personnel is staying the same. Part of this is due to research from other institutions – they held firm of where they were at in terms of staffing percentage.
- Alcohol will mainly be sold in cans. The north end zone will sell in cups.
- Prices are \$8.50 for domestic and \$9.50 for premium. Seltzer and wine will also be available.
- ID will be checked upon every sale with a 2 beverage limit per transaction. Beverages will be opened when they are handed out.
- Points of entry
  - Points of entry into the stadium are decreasing, from 13 to 7 main entrances. There will also be a few additional points of entry for premium seating.
  - The number of lanes is increasing from 85 to 95.
  - Gates B, H, I, M will be the four main points of entry.
- Krause Family Plaza
  - This full area will be part of the stadium concourse the entire time. Many activities previously found in the Krause family plaza will shift to outside where the gates are (stage, fan shop). When UI arrives to the stadium (2 hours prior), they walk through that space for the Hawk Walk (still accessible to public).
- Mobile Tickets & Payment Options
  - UI is moving to mobile tickets this year and strongly encourages downloading prior to game day.
  - Tickets can be sent/sold to others but there is a risk of duplicate scans so buyer beware.
  - Concession sales inside Kinnick will be cashless.
  - The ticket office will be open on game days and will be cashless.
  - The Hawkeye Fan Shop will still accept cash.
- Parking Lots
  - Adjustment to entry times for parking lots: in previous years, 11 am game saw parking lots opening at 6 am. For a 7pm game, parking lots also opened at 6 am. **Parking lots will now open 6 hours prior to kick off but no earlier than 6 am.**
  - Parking lot fees will be cashless.
- Staffing
  - Aramark and CSC are currently in need of staff. More information can be found on [Hawkeyesports.com](http://Hawkeyesports.com).
- COVID-19 precautions
  - Big Ten has turned over local control for all in-stadium procedures, testing requirements, etc. They will be strongly encouraging fans to wear masks at the stadium through messaging from Gary Barta in the days leading up to the game.
  - There is no masking requirement for coaches, players, and officials. However, anyone around the kid captain will be masked.
  - Neither Aramark or CSC have a company-wide policy requiring masks.
  - Masks will not be provided for spectators.

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- Hy-Vee will be administering flu and COVID vaccines outside of Kinnick near the North End Zone from 9 am to 2 pm.
- There will be some hand sanitizer stations but not many.
- COVID related cancellations will be a forfeit and credited to the opponent as a win. There will be a large amount of messaging if this happens.
- **Download your ticket, don't let your cell phone die, and bring a credit card!**

**Adjournment**

- Heather motioned, Jackie seconded; motion carried.
- Meeting adjourned at 4:34 pm.

**Next meeting:** October 6, 2021 2:30-4:30 pm, UCC 2760  
and Zoom