UI Staff Council Executive Committee
Wednesday, December 1, 2021
2:30 – 4:30 pm
Online via Zoom

Attendance

Present
Kevin Zihlman, James Jorris, Heather Mineart, Becky Keogh, David Stenersen, Jackie Kleppe, Rubia Ruiz

Absent
Shari Heick, Matsalyn Brown

Administrative Liaison
Marla Rosenblum

Guests
- Em Domingues, Bylaws Committee chair

Approval of UISC Executive committee meeting minutes

Minutes approval:
- November 3, 2021 – UISC Executive Committee Meeting – motion by David, second by Heather, approved with no edits

Discussion topics

Debrief Committee Chairperson Selection Process – Em Domingues
- The Bylaws Committee is currently compiling feedback from committee chairs and co-chairs related to this year’s chair/co-chair selection processes.
- Per Staff Council bylaws, the UISC President still chose the chair/co-chairs this year in consultation with SCEC. The decision was informed by the committees’ preferences. Kevin confirmed all chair/co-chair nominees with the individual(s) directly.
- Generally, committees enjoyed having more say in the process but want the process to be standardized across all committees.
- SCEC and Em discussed the importance of making committee work sustainable, specifically through a co-chair model to help with work management, documentation to help with succession, and transition meetings. These best practices did not seem appropriate to include in the UISC bylaws but could be displayed in the drafted policies and procedures manual.
- SCEC members shared their experience with the process. Some had multiple volunteers for chairs while others had few, or none, volunteer. Questions came up about what happens when selected chairs leave UIISC.

Strategic Planning Updates – Heather, Kevin
Kevin and Heather serve as staff representatives in the Strategic Planning process.

- Heather serves as a member of the Faculty & Staff Success Development Team and her subgroup has submitted their goals, strategy, and metrics. The information will be compiled with the rest of the development team and then shared with the Strategy Team. The subgroups may need to reconvene in the spring.
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- Some areas of focus were mentioned: mental health, retention and recruitment, and advancement. SCEC members discussed instances where constituents were limited by the 5% salary limit for internal promotions.
- Kevin noted the specific outreach to shared governance during the strategic planning process. This is especially important since P3 funding is focused on supporting the strategic plan.

DEI Committee Pre-survey Draft Review – James
SCEC offered feedback on a draft of a survey the DEI committee will share with UISC soon.

- The annual survey would be anonymous and used for internal purposes only, with a goal to compare UIISC member demographics to UI staff.
- Questions on the survey came directly from the Campus Climate Survey.

Debrief from President Wilson Meeting
SCEC discussed their November 22, 2021 meeting with President Wilson.

- SCEC has made a point to discuss DEI initiatives during meetings with President Wilson, specifically clarifying the vision for the UIISC DEI annual event.
- SCEC is asking the DEI committee to set a date for the annual event and submit a proposal to President Wilson regarding her involvement.
- UI is continuing to try to adapt to changing mask/vaccine mandates.

Coke Requests – David
SCEC reviewed two requests for Coke funds:

- $825 for the Pan Asian Council to support continued recognition efforts for its members. This request was approved for full funding.
- $800 for the Tippie Elected Staff Council to support events to build connection between staff members. This request was approved for $500. SCEC agreed another detailed proposal could be submitted to be reviewed for further funds.

December Staff Council Meeting Agenda
- There is a difference in the agenda originally sent out and the current agenda: the window of time for the free speech panel has been extended

Executive Committee Summary
This summary was introduced last year to help UIISC members understand the responsibilities and time commitments for SCEC positions.

- SCEC members will review the document and suggest updates if necessary.

Resiliency Activity and Discussion
- Did not occur due to time constraints.
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Adjournment

- James motioned, Heather seconded; motion carried.
- Meeting adjourned at 4:30 pm.

Next meeting: January 5, 2022 2:30-4:30 pm, TBA