UI Staff Council Executive Committee Wednesday, February 2, 2022
2:30 – 4:30 pm
Online via Zoom

**Attendance**

**Present**
Kevin Zihlman, Heather Mineart, Becky Keogh, Jackie Kleppe, Shari Heick, Matsalyn Brown, David Stenersen

**Absent**
James Jorris, Rubia Ruiz, Marla Rosenblum (Administrative Liaison)

**Guests**
Jeremy Richardson, Isaac Podolefsky from the UISC Awards Committee

**Approval of UISC Executive committee meeting minutes**

**Minutes approval:**
- January 5, 2022 – UISC Executive Committee Meeting – motion by Matsalyn, second by Heather, approved with no edits

**Discussion topics**

**Awards Committee**
Isaac Podolefsky and Jeremy Richardson presented proposed changes to the awards timeline and CV/resume requirement. These changes can be found in detail in the January committee updates. Changes include:

- Eliminating the CV/resume requirement since it has served as a barrier in the past and does not provide the value to decision making as it may have been intended.
- Updating the timeline to align with when awards are recognized. The transition would occur over two years.
- SCEC supported the proposed timeline.

<table>
<thead>
<tr>
<th>Action</th>
<th>Proposed Awards Timeline FY22</th>
<th>Proposed Awards Timeline FY23</th>
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<tbody>
<tr>
<td>Call for nominations</td>
<td>February 14</td>
<td>Early December</td>
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<tr>
<td>Close nomination process</td>
<td>March 25</td>
<td>Mid January</td>
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<tr>
<td>Due diligence period for eligibility</td>
<td>April 1</td>
<td>Late January</td>
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<tr>
<td>Nomination review period</td>
<td>April 4-15</td>
<td>Late January</td>
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<tr>
<td>Selection Committee mtg</td>
<td>Target April 18-20</td>
<td>Mid February</td>
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<tr>
<td>Recommendations sent to President’s office for signature</td>
<td>April 29</td>
<td>Late February</td>
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<tr>
<td>Award and recognition letters sent to nominees and awardees</td>
<td>June 10</td>
<td>Early-mid April</td>
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DEI Discussion
SCEC debriefed from last month’s meeting with Dr. Tovar and Briana Marcelo. Matsalyn updated SCEC on the 2022 UIISC DEI Annual Celebration.

- The UIISC internal DEI survey final draft will be shared once more with Dr. Tovar and Briana Marcelo. They did not have any concerns at the last meeting with only 55 UIISC members taking the survey.
- The 2022 Virtual UIISC DEI Annual Celebration is scheduled for March 7th and event details can be found on the UI Events Calendar.
- SCEC discussed who will speak from UIISC and who on campus should receive invitations to attend in-person. The event space is being limited to 50 attendees.

Coke Funds
David provided an overview of the budget and SCEC discussed current Coke Fund requests.

- SCEC discussed the current UIISC funds and compared the amounts to a typical year. The pandemic has changed the amounts needed for certain annual events.
- Two requests from the CLAS Staff Council were reviewed and SCEC tabled the vote while David asks for additional information so SCEC can be consistent when awarding funds. It is anticipated the requests will be reviewed at the March SCEC meeting.

Bylaws Language Amendment Proposal
In accordance with Article XIX, Section 1 of the UIISC Bylaws, SCEC reviewed a proposed amendment to the Education Committee Purpose and Scope of Concern.

- SCEC approved the proposed amendment and the first reading for UIISC will occur in February.

Staff Council Experience Discussion
In the brief time remaining, SCEC began a discussion on UIISC’s general role on campus as an advocate and conduit for information to and from UI administration.

Debrief President Wilson meeting
- Topic was not discussed due to time.

Reviewed agenda
- Topic was not discussed due to time.

Adjournment
- Jackie motioned, Matsalyn seconded; motion carried.
- Meeting adjourned at 4:33 pm.

Next meeting: March 2, 2022 2:30-4:30 pm, TBA