UI Staff Council  
Wednesday, Aug. 10, 2022  
2:30 – 4:30 pm  
2520D UCC and Zoom

Present

Askling, Wendy; Barrett, Neda; Beadle, Abbie; Blair, Damien; Bruno, Maria; Butler, Robert; Chaudhary, Nima; Cloyd, Brett; Coffman, Dawn; Dreyer Rossi, Monica; Follmer, Carl; Gerasimovic, Jadvyga; Heick, Shari; Hinkle, Anne; Hodges, Hannah; Hogue, Michele; Hopson, Greg; Immerfall, Jordan; Jain, Makur; James, Molly; Jorris, James; Kleppe, Jackie; Lawrence, Ethan; Mitchell, Sam; Morelli, Brian; Noggle, Karen; Ochola, Evans; O’Connell-Moore, Debra; O’Meara, Jamie; Patel, Sam; Paulus, Tammy; Perkhounkova, Yelena; Peters, Ashley; Piper, Lisa; Podolefsky, Isaac; Potter, Ted; Pritchard, Tracey; Rechkemmer, Molly; Ruiz, Rubia; Scandrett, Kelby; Shumaker, Mary; Staal, Warren; Ta (Sheridan), Vivian; Welter, Jessica; Wilkinson, Darrelle; Wong-Gibbons, Donna; Yoder, Jennifer.

Absent

Baxter, Brian; Bojin, Mihaela D; Dvorsky, Richard; Girazian, Zach; Holm-Brown, Erika; Slevinski, Sonia; Stenersen, David; Zihlman, Kevin.

Administrative Liaison

Rosenblum, Marla; Reardon, Cheryl; Troester, Joni; Villhauer, Tanya.

Guests

Harman, Katherine; Lara, Liz; Forkenbrock, Pete; Gomez, Sylvia; Livesay, Thomas; Webb, Michael.

Meeting

Kleppe called the meeting to order at 2:35 pm.

Minutes approval:

- August 2022 SCEC Minutes were provided to councilors prior to the UISC meeting; no questions or comments
- July 2022 UISC Minutes were provided to councilors prior to the UISC meeting. James motioned to approve, Wilkinson seconded, motion passed with no changes. Called to order... 2:35

HR Update; Your feedback - plan for the council year - Cheryl Reardon, Associate Vice-President, and Chief HR Officer

At the beginning of each SC year, Reardon solicits feedback on desired HR topics to cover from members. Top priorities for 2022 remained largely the same as previous years. With mental health and wellbeing being a campus priority, Reardon noted mental health will play an important role in creating a positive and supportive campus culture.
Reardon provided an overview of HR topics for the year.

August: Review results of SC Survey; Wellbeing Collaborative.
September: Benefits.
October: Working@Iowa Survey Announcement.
November: Supervisor Performance/Supervisor Training.
  - Reardon noted Staff Council plays an important role in getting high participation.
December: Retention/Recruitment; Embedding DEI in HR Policy & Practice
January: Working@Iowa Campus Results.
February: Career Advancement & Compensation/Classification
March: New HR Policies.
April: Future of Work.

Other focus areas this year include working with Staff Council on a Tuition Assistance proposal for permanent funding and the Wellbeing Collaborative.

**Wellbeing Collaborative – Joni Troester, Senior Asst VP & Deputy CHRO - Total Rewards and Tanya Villhauer, Assistant Dean, Well Being and Basic Needs**

Troester explaining a new campus wide initiative called the Wellbeing Collaborative. Troesters team is looking at ‘how do we find support on campus and turn campus into a culture of wellbeing, a community that cares and supports people and their wellbeing.’
The initiative is led by a steering committee. The charge is “Wellbeing at the University of Iowa is a process focused on lifelong learning that promotes and sustains optimal health, personal connectedness, meaningful experiences, and a purposeful life.”

The intent is to put practices in that impact all areas on campus.

Villhauer and Troester are co-chairs of the steering committee, which includes 23 members and four VP-level sponsors. The action steps for the steering committee are:
  - Set strategy.
  - Find collaboration.
  - Develop a communications framework.
  - Ensure strategies are inclusive and culturally responsive.
  - Develop indicators to measure success.

Troester noted the effort ties in with the campus strategic plan (goal 4A). Wellness is called out in the plan at a level it hasn’t been before.

Villhauer discussed how the initiative will come to life.

They developed 9 guiding principles that include taking using whole system, campuswide approach, developing cross-sector relationships, promoting research, innovation and evidence-based action to guide work, building upon UI strengths, valuing DEI, demonstrating progress, modeling behaviors.

The team will take a data-driven approach to establishing priority areas.

Priority areas for the collaboration are segmented into 6 steering groups/subcommittees. 1) Connections, inclusion, and purpose; 2) Substance use; 3) Mental health and resilience; 4) Collaborative leadership framework; 5) Built and natural environment; 6) Food nutrition and movement.

Staff Council’s role:

Staff Council participation is sought as part of the collaborative leadership framework in influencing campus. Staff Council can embed a wellbeing in topic each meeting. Staff Council met in breakout groups to discuss the following:

Monthly Agenda Breakout
- What well-being services are you most familiar with available to staff?
- What topics would you like to see covered for a monthly Staff Council Agenda item on well-being?
- How can our collaborative support more awareness, engagement and utilization of well-being services; what role can Staff Council take in this effort?

Priority Areas Breakout
- From your lens, what are the top three priority areas for staff well-being and engagement? And why?
- How would you define progress in these areas of priority?
- What are compelling reasons for staff to support these priority areas?

Committee Goals sharing and collaboration

Bylaws

Goal 1: Send out a survey to committees on August 9 for the August 10th meeting to gauge how well they felt the committee chair selection process went this year. In progress.
Goal 2: Review the efficacy and perceived fairness of the suggested procedure, as well as its sustainability, with feedback from key stakeholders via survey (committee members and chairs, as well as the administrative coordinator). Adjust as necessary, and work to include this procedure in the Policies and Procedures Manual. Timeline is the end of this semester.
Goal 3: Review the Policies and Procedures Manual, adjust and change P&P as deemed appropriate by this committee and by Staff Council Executive Committee, and finalize this term’s draft and link to the Bylaws document. Timeline is by the end of this term.
Goal 4: Serve the needs of other committees as they evaluate their own bylaws and propose updates as needed, with a commitment to keep a Diversity, Equity, and Inclusion lens on to ensure that all updates promote DEI principles. Timeline is as needed.

Communications

Goal 1: Better enable staff councilors to communicate with their constituents.
Goal 2: Determine the need for social media presence. If adopted, develop a social media strategy.
Goal 3: Maintain and build relations with our fellow SC committees to share the work they are doing.
Goal 4: Continue to infuse our work with the principles of Diversity, Equity, and Inclusion.

Community Outreach

Goal 1: Volunteer outreach opportunities
- Provide meaningful opportunities for UISC members, actively seeking virtual opportunities in support of being mindful of the impact of COVID19 and keeping safety as a priority, as well as in-person events.
- 65% of UISC participates in at least one event and 35% of UISC members participate in two or more events. (2021-2022 same goal: 51% (28 councilors) at least one event and 27% (15 councilors) in two or more events)
- Assign one UISC attending each event with the intention to document via pictures.
- Provide one volunteer opportunity per month. Complete two highway cleanups, attend the Homecoming Parade.
- Support UISC team building, morale and unifying events that organically help councilors get to know each other. Such as picnics, swag wearing at an event (santa hats at Holiday Lights on the Lake), hot cocoa get-together, etc.

SC input: There were questions about the distinction between general staff volunteer opportunities and volunteer opportunities for just SC. Outreach committee noted their purpose is to engage SC members in volunteerism.

Goal 2: Review the scope and purpose for Bylaws Committee

Goal 3: Community outreach
- Collaborate with the Communications Committee to add a page on the UISC website with an up-to-date list of upcoming volunteer events and pertinent information.
- Pursue social media plausibility with Communications Committee, as this would be a great outlet to highlight UISC interacting in the community, and garner visibility among staff.
- Highlight Community Outreach Committee events at UISC monthly meetings by posting event pics on the white board and writing down upcoming opportunities (possibility to have flyer/bulletin format at the check-in desk and/or a slide deck at each meeting with this information).

Education

Goal 1: Create a UISC informational video to be used as an introduction to new staff, in lieu of UISC visiting orientations since they are now virtual.
Goal 2: Annual recurring goal: Maintain UISC mentorship program.
Goal 3: Document UISC Mentor Program procedures.
Goal 4: Research the various resources and opportunities available to staff for education and professional development and explore how to promote these resources and opportunities to staff.

Human Resources

Goal 1: Tuition Assistance Program (continuing from last year)
  • Continue to advocate for increased funding for tuition assistance for both employee and dependent(s).
Goal 2: Paid Parental Leave (continuing from last year)
  • Continue to work with UNI, ISU and HR to either increase the 80-hour cap, or get more paid parental leave.
Goal 3: Standardize and Require Exit Interviews, 360º Interviews
Goal 4: UI Strategic plan: Find and retain staff, and attract student talent
Goal 5: Work on the Furlough Process

MSE/C

Goal 1: Update MSEC specific survey to send in Fall and Spring to allow our constituents to voice concerns anonymously.
Goal 2: Communicate with Regents Intuitions (IA State, UNI, ISD, and IESBVI) in January to compile updated MSEC employee data for 2023. Double check on Regents Institutions interest in RISCAC.
Goal 3: Prepare RISCAC Statement to Board of Regents. Have final draft completed by the end of February 2023.
Goal 4: Pass along MSEC Committee procedures/knowledge to smoothly transition to new committee chair next year.

Closing

Two groups of Staff Council members are traveling to Des Moines to represent SC at the Iowa State Fair.

Kleppe announced that SC staff support Marla Rosenblum will be retiring in the near future. Staff Council member relayed their support and appreciation for Rosenblum.

Adjournment

• Meeting adjourned: Jadvyga moved to adjourn; Wilkinson seconded motion; Kleppe adjourned the meeting at 4:33 pm.

Next Meeting

Sept. 14, 2022, 2:30-4:30 pm 2520D UCC and Zoom