

UI Staff Council Executive Committee
Wednesday, June 1, 2022
8:30 – 10:30 am
2520B UCC

Present

Brett Cloyd, Molly James, James Jorris, Jackie Kleppe, Brian Morelli, Isaac Podolefsky, David Stenersen, Jessica Welter, Kevin Zihlman

Absent

None

Administrative Liaison

Marla Rosenblum

Agenda

Jackie Kleppe opens meeting welcoming new executive council. Kleppe discusses basic meeting protocols including process for voting, capturing minutes, and identified Exec Committee would follow [Robert's Rules of Order](#).

May meeting minutes approved. (James Jorris motions; David Stenersen seconds).

Exec Committee intros:

- Kevin Zihlman has been full time at UI since 2010 and works in the athletic compliance office. He was a graduate student in UI athletics 2003-05. Zihlman highlighted the ability for the executive committee to get things done if the committee chooses. The executive committee is made up of the doers, he said.
- Marla Rosenblum (ad hoc member) has been at UI for 4 years and works three-quarters time. Rosenblum's primary function is to support Staff Council. After working remote for more than a decade for a global corporation based in United Kingdom, Rosenblum has enjoyed the ability to meet people locally at UI in Iowa City.
- Molly James is an IC native. After attending college in North Carolina, she felt pull to come back. She joined the College of Medicine in 2007, and then moved to the College of Nursing where she supports continuing education and supports faculty and teaching. As an executive committee member, James wants to keep the momentum going with initiatives such as DEI.
- Jessica Welter studied finance in college. She moved from Wisconsin to Iowa in 2012, and joined UI in 2013. Welter took a new position as a pharmacy informaticist in 2020. Her team gets clinical information on new drugs and does development work to enable hospitals and doctors to order the new drugs.
- James Jorris moved from Washington D.C. to Newton, IA in high school. He attended UI and was a student worker in the Patient Financial Services department at UIHC where he works now. He views the executive committee opportunity to make a difference within the University.
- David Stenersen is the director of purchasing operations for the University. After working as a car mechanic, Stenersen joined UI in 2012, started as a temp agent and then a business analyst. Opportunities for volunteerism were a draw to the Staff Council. As a member of the community outreach committee, Stenersen has helped with events such as Kinnick clean up, Santa event, highway cleanup, and the homecoming parade.
- Brian Morelli joined the University two years ago as the head of marketing and communications for the Iowa Technology Institute, a research center within the College of Engineering. Morelli sees Staff Council executive committee as a way to get engaged across the University and have a voice.

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- Brett Cloyd works with students as the Social Sciences and Public Policy Librarian at the Main Library. Cloyd has helped 5 or 6 strategic plans for the library and sees those skills and applying to Staff Council. He brings a different ways of looking at problems, and values the opportunity to bring stories from colleagues at the library to campus leadership
- Isaac Podolefsky came to UI in 2013 from UNI. He has a background in IT and works in CLAS, but connects with people across campus. Podolefsky brought Zoom to UI in 2014 and has helped launch digital signage project on campus. Podolefsky said Staff Council can help him grow into higher levels of leadership where he hopes to implement ideas. He also values that Staff Council is made up of individuals who want to serve.
- Jackie Kleppe grew up on a farm 45 minutes outside of IC. Kleppe is a first-generation college student. She grew up as a Hawkeye fan and played in the Hawkeye marching band and served as a campus tour guide. She loved all things UI. After stint in radio sales, Kleppe joined UI as an admission councilor before moving to the health care side in 2007 to help create a STEM education program. Now she serves as director of outreach and engagement, building relationships with people across the state. She appreciates that Staff Council is focused on making things better in a positive way. Kleppe suggested the possibility of Exec Committee taking a strengths finder survey.

Draft agenda for SC meeting (Kleppe):

- 25 mins for Councilor intros
- 15 mins for overview of history of staff governance (Reardon)
- Kleppe to overview SC priorities
- 45 minutes: Panel discussion with past presidents. Kleppe: This is intended as inspirational way to kick off new Council year and what we can do as Staff Councilors.
- 15 minutes for communications survey. (Morelli)
 - o Communications Committee is conducting an audit of what communications is occurring and best practices, to understand what can be done better, improve engagement with constituents, and encourage committees and individuals to submit items for newsletter.
 - o Exec. Committee suggested Comms Committee presents to executive committee at July meeting.
 - o Exec. Committee suggested Comms Committee provides recommendations for best practices.
 - o Rosenblum noted the value of having multiple messages go out because people often miss the first. She also pointed out the value of having individual councilors send messages to help build a rapport with constituents.
 - o Zihlman recommended org reps meet with local HR director periodically to coordinate messages and make sure not duplicating as well as share award and recognition opportunities.
 - o Rosenblum notes that “please share” and “may share” emails get approved by executive committee before going out.

Recurring meetings schedule (Kleppe and Rosenblum):

- Exec committee 230-430p, first Weds of month.
- Monthly 1 hour meeting with Pres. Wilson at Jessup. Times vary.
 - o Councilors are encouraged to provide input for agenda w/ Wilson
 - o Bimonthly with Kregel. This typically provides insight into the student aspect. Topics often overlap with Wilson meeting but a different perspective. Common topics include P3 funding updates and COVID updates from staff perspective
 - o SC President meets monthly with Cheryl Reardon, every 4-6 weeks with Pete Matthes and Laura McClaren, and monthly with Rosenblum.

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- Mary Jo Small Award Committee: Meets twice a year. SC president and secretary, plus 2 additional executive committee members (to be named). Committee decides allocation of money for professional development outside UI.
- Kleppe will periodically reach out to Executive Committee to get recommendations for awards or search committees around campus. SC is often asked to provide a participant.

Overview of Staff Council Budget (Stenersen): Staff Council reviews and approves requests to use Coke funds.

- Council members receive notice of request in workflow, but has no responsibility to approve in work flow.
- Budget officer approves in workflow.
- SC gets approximately \$66K in Coke funds. The money goes quickly. Approximately one-third is obligated, such as for the Improving our Workplace Award.
- Fund \$24k for Staff Appreciation Mini Grants (Heidi Zahner) – \$300 per award.
 - o Executive committee approves reallocating \$1,200 for staff award recognition ceremony. (Motioned by Podolefsky. Second by James.)
- Iowa Award.
- Emphasis on not rolling over funds and using it in the fiscal year.
- Overview of awards: <https://staff-council.uiowa.edu/about-staff-council/staff-council-awards>

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ADJOURNMENT

- Meeting adjourned: (Zihlman motions. Cloyd seconds). Meeting adjourns at 10:33 am.

NEXT MEETING

- July 6, 2022, 2:30-4:30 pm 2520B UCC