
Staff Council Officer Election Nominations

James Jorris, Staff Council VP/President Elect

Staff Council Officer and Executive Committee at-Large Nominations

- Nominations will be taken today for positions to serve June 1, 2023-May 31, 2024
- You may self-nominate or nominate another councilor
 - Nominations may include councilors who are running for re-election
- A councilor may be nominated for more than one position
- President-Elect (3-year commitment)
- Secretary
- At-large Executive Committee Positions (4)
- Budget Officer (2-year commitment)

Executive Committee – All Roles

- The Executive Committee meets with the University President and Provost on a regular and ongoing basis. This 2-way exchange provides perspective on university strategy and policy and enables a forum where the voice of councilors and staff overall may be heard.
- All members of the Executive Committee meet the first Wednesday of the month at a standing Staff Council Executive Committee meeting. Along with discussion of goals and direction for Staff Council, the Executive Committee is responsible for approval and allocation of Coca Cola Funds. These funds are earmarked for staff related Professional Development, Outreach and Rewards/Recognition.

President-Elect

- When a person is elected Vice President/President Elect, the expectation is that they will be on the Executive Committee for the next 3 years (1 as VP, 1 as President, 1 as Past President).
- The VP position performs the duties of the President in their absence and performs duties as assigned by the President.
- This position also liaises with the organizational units around the UI Campus regarding the selection of Org Reps for Staff Council. This position is the Committee Chair for the UI Staff Council Elections Committee.
- As VP, expect at least 4-6 hours of meetings and meeting prep time per week.

Secretary

- The Secretary position is responsible for minutes of the Council and Executive Committee meetings. The Secretary is also responsible for maintaining meeting attendance and sending out meeting minutes in a timely manner per the Staff Council Bylaws.
- This position also serves on various university committees alongside other shared governance leadership representatives from Faculty Senate, USG and GPSG.
- This position is part of the Mary Jo Small Awards Committee along with the President, which meets twice per year.
- This is a 1-year term. Expect an additional 4-6 hours of meetings, meeting prep, and time spent writing/editing minutes per week.

Budget Officer

- The Budget Officer prepares an annual budget utilizing the Coca-Cola (Coke) Funds for approval by the Executive Committee. An annual Coke funds Staff Council budgetary overview is submitted to UI Finance each fiscal year.
- The Budget Officer also manages the dispersal of Coke Funds, following Executive Committee discussion, working closely with UISC administrative coordinator after requests by members of the University of Iowa community for various staff-centered events, awards, etc.
- Experience monitoring Transaction Detail Reports (TDR) is helpful, but not required.
- The Budget Officer serves on the UI Shared Governance Council, one of the Central Services Advisory Committees, and is an ex-officio member of the Faculty Staff Budget Committee.
- This is a 2-year term.
- Expect an additional 4-6 hours of meetings and meeting prep per week.

At-Large Executive Committee Members

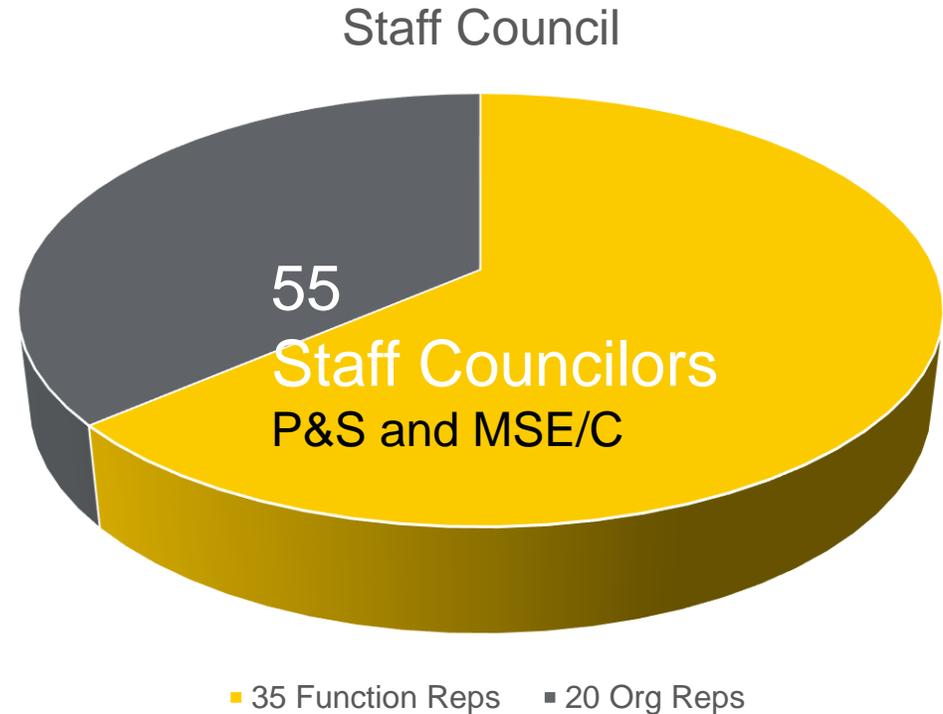
- The four at-large members assist in formulating the goals and direction of Staff Council and support the officers in carrying out the responsibilities of their positions.
- At-large members may be asked to serve on various campus committees as a representative of Staff Council. This is a 1-year term.
- Expect 2-4 hours of meetings and meeting prep per week.

Overview

Staff Council (3-year term):

- Advocates on behalf of staff constituents
- Solicits information and opinions from constituents and shares those with Council
- Informs constituents of the activities of Council
- Attend monthly meetings and participate in discussions
- Actively participate in at least one Council committee

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- 17 Staff Council openings



Organization Elections

- 20 Organization representatives
 - elections **managed by ORGs** (typically led by HR senior)



Timeline:

- **March:** Call for nominations
- **Early April:** Hold elections to identify new Org Rep
- **April 21st:** Share new Org Rep info with Staff Council leadership
- **May 10th:** New Org Rep is invited to attend May Staff Council meeting
- **June:** Newly elected councilors officially begin their new term

Organizational Rep Vacancies

President, Provost, General Counsel,
Strategic Communications, Human
Resources, University College
(ORG 02)

College of Finance
& Operations
(ORG 05)

Athletics
(ORG 08)

College of
Engineering
(ORG 15)

College of Law
(ORG 16)

College of
Medicine, ICTS
(ORG 17)

College of Nursing
(ORG 18)

Hygienic Lab
(ORG 90)

Assistance Needed

- If your ORG(s) have openings to fill:
 - Actively drive the process or work with you local shared governance group to manage the nominations and elections process
- Recommended that staff member's supervisors support the staff members participation
 - Time release letters from President Wilson and Cheryl Reardon will be sent to supervisors of newly elected councilors
- New councilor names provided to staff council leadership by **April 21**
- Once new councilor names are known, Staff Council takes the lead to onboard



Your Resources

→ <https://staff-council.uiowa.edu/>

→ James Jorris: Elections Chair

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