

UI Staff Council Executive Committee  
Wednesday, August 2, 2023  
2:30 – 4:30 pm  
**2520B UCC**

## Attendance

**Present:** Makur Jain, James Jorris, Jackie Kleppe, Brian Morelli, Ashley Peters.

**Absent:** Neda Barrett, Nima Chaudhary, Molly James, David Stenersen

**Liaison:** Kellie Digmann

**Guest:** Erin Litton

## Minutes

SCEC July minutes were adopted without changes.

## Discussion topics

### United Way Update

Jorris and Jain met with Jennifer Banta of United Way, and had a positive meeting. They discussed the desire to increase UW support from UI community, which is at the bottom of the Big Ten. Jorris connected with Faculty Senate, Undergraduate Student Government, and Graduate and Professional Student Government leaders and all agreed to make supporting UW a shared goal for 2023-24. They discussed ways to raise awareness of this goal. Kleppe has agree to serve as Staff rep on UI United Way Campaign Advancement Team. SCEC discussed historical obstacles UW faces to growing support and possible strategies to overcome these.

### Staff Council Agenda Review – 08/09/2023 – Jorris

This meeting will be hybrid – held in the College of Pharmacy RES-CPB-110AB (Lev 1) & Zoom.  
Agenda items include:

- HR Update by Cheryl Reardon and Jan Waterhouse including reviewing results of SC Survey & Plan for 2023/24 and P3 Funding.
- HR Policy Updates by Jan Waterhouse including Faculty Student Disability Services/Americans with Disability Act and functional vs administrative supervisor.
- Discover Your University update by Justin Fraase.
- Employee Assistance Program by Bronwyn Threlkeld-Wiegand including updated Supervisor Training on Mental Health and Wellbeing and Wellmark Health Plan updates
- Council Corner – Breakout Rooms
- DEI Committee Update by Hilary Jensen/Vickie Roesner
- Community Outreach Committee Update by Anne Hinkle/Molly James

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- Office of the Ombudsperson: Staff Data Review – Chanelle Reese

**Election/Bylaws Committee Items – Makur Jain, Elections Committee Chair**

- Jain presented proposal to Bylaws Committee for review and implementation. The proposal is to increase reps for the Behavioral Health, Health Care function by two to maintain target rep to constituent ratio. This would also mean increasing Staff Council membership by two from 55 to 57.
- Bridget Toomey has been selected as the new function rep for Behavioral Health, Health Care.
- Joe Herwehe has been selected as the new org rep for College of Dentistry.

**Committee Goals Review**

SCEC began the review of 23/24 goals for each subcommittee to provide feedback. SCEC discussed the need to make goals specific and measurable (metrics). This help committees have a road map to success and be able to point to proof of progress.

- **Awards Committee:** (1) Simplify and clarify nomination process; (2) create best practices guide for nominating staff for awards; (3) increase nominations; (4) adjust membership guidelines for award selection; (5) administer bias training for award committees, and (6) recommend and identify new awards.

SCEC recommended to combine goals 1 and 4 into a goal to update processes for nomination and membership. SCEC recommended tabling goal 6.

- **Bylaws Committee:** (1) Expand SC membership by 2; (2) meet with each committee to review its bylaws; (3) review committees to evaluate their own bylaws with a commitment to DEI.

Recommendation on goal 1: Work in collaboration with ASC and elections chair to determine SC membership by job function to ensure representation ratio is in line with bylaws. If significant changes, implement bylaws change and work in collaboration with election committee to implement. Make this review an annual goal?

Recommendation to combine goals 2 and 3 as they are similar.

Recommendation to make annual goal to review bylaws and update graphs and charts.

Further review of committee goals will occur independently followed by a SCEC Zoom meeting on Aug. 7.

**HR/Livewell 23/24 plans for presentations to SC - Erin Litton**

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Litton attended to brainstorm ideas for topics to present at monthly SC meetings. The first topic will be nutrition and the UI Food Pantry at the September meeting. SCEC asked to be kept aware of volunteer opportunities for the Food Pantry and suggested another food drive. SCEC advised to keep topics straight forward, have an ask of SC, and provide a blub for the months theme for the SC monthly newsletter. There was a desire to continue with mental health resources, overview recreation programs, exercise as medicine, Health Care week tie in including Zoom yoga, exercise as medicine, and healthy eating on a budget. Litton inquired about whether SC could hold an event for all staff to promote Livewell/Wellness.

## **Adjournment**

SCEC votes to adjourn.

## **Next meeting**

**Next Meeting**

**September 6, 2023**

**2:30-4:30p**

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