

IOWA

Bylaws Committee Update

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Co-chairs

Bylaws Committee

2nd Reading of Suggested Bylaws Changes for the Integration of UIHC downtown Campus Staff

Initial Reading in April

Info about UIHC Downtown Campus

Data provided to UISC Bylaws Committee:

- 198 new UI employees
 - 195 P&S in 7 functions
 - 3 MSE/C

B	FUNCTION REPS (SC GROUPED)	2-20-24 Totals	Total /215=	# of Staff Councilors
	Academic Support; Libraries (PC; PL)	813	3.78	3
	Administration; Audit, Compliance, Legal & Risk (PA; PN)	1342	6.24	6
	Arts, Cultural, & Entertainment; Student Services; Athletics; Hospitality (PE; PQ; PS; PY)	317	1.47	1
	Behavioral Health; Health Care (PJ; PV)	2707	12.59	12
	Business and Finance (PB)	566	2.63	2
	Engineering & Architecture; Facilities Operations (PW; PF)	296	1.38	1
	Human Resources (PG)	267	1.24	1
	Information Technology (PI)	993	4.62	4
	Marketing, Comm & Outreach (PM)	277	1.29	1
	Merit Supervisory Exempt/Confidential (MSEC)	215	1.00	1
	Research; Scientific Services; Special Assignment (PR; PH; PRS)	1542	7.17	7
		9335		39

Results of Calculations

- Add 1 Organization representative for new Org 67 – UIHC Downtown Campus
- Increase the number of function representatives for Behavioral Health; Health Care by 1
- Increase the number of function representatives for Administration; Audit, Compliance, Legal & Risk by 1

Proposed Changes for Spring 2024

- Revise Article III, Section 1 to read as follows:

“The Council will be comprised of **60** members (see Table 1): **39** representing Job Functions/combined Job Function Categories, herein referred to as Job Function Categories, and **21** representing Organization Unit/combined Organizational Unit Categories...”

- **Update Table 1 with the proposed increases for Job Function and Organizational Units**

Table 1 Changes

Current (after Fall '23 changes)

Representation by Job Function <i>Staff Council Elections</i>		
Name of Functions	Number of Employees in Function(s)*	Number of Staff Council
Academic Support Services & Libraries	777	3
Administration; Audit, Compliance, Legal and Risk Management	1260	5
Arts, Cultural and Entertainment; Athletics; Student Services;	310	1
Behavioral Health; Health Care	2447	11
Business and Finance	541	2
Engineering and Architecture/Facilities Operations	282	1
Human Resources	247	1
Information Technology	965	4
Marketing, Communication and	257	1
MSEC	207	1
Research; Scientific Services	1502	7
TOTALS	8795	37

Proposed

Representation by Job Function <i>Staff Council Elections</i>		
Name of Functions	Number of Employees in Function(s)*	Number of Staff Council
Academic Support Services & Libraries	813	3
Administration; Audit, Compliance, Legal and Risk Management	1342	6
Arts, Cultural and Entertainment; Athletics; Student Services	317	1
Behavioral Health; Health Care	2707	12
Business and Finance	566	2
Engineering and Architecture/Facilities Operations	296	1
Human Resources	267	1
Information Technology	993	4
Marketing, Communication	277	1
MSEC	215	1
Research; Scientific Services	1542	7
TOTALS	8993	39

Website Changes Needed

Update the website to incorporate approved changes from:

- Fall 2023 (increased BH by 2)
- Spring 2024 changes (increase BH by 1, increase Administration; Audit, Compliance, Legal & Risk by 1, and add Org 67 with 1)

Bylaws Committee

2nd Reading of Changes to the Awards Committee Bylaws

Initial Reading in May

Awards Committee Bylaws

Purpose: *To recognize and reward staff for exemplary service to the University and/or to the community.*

Scope of Concern:

1. Administer and manage awards that recognize staff contributions, including:
 1. David J. Skorton Staff Excellence Award for Public Service
 2. UI Outstanding Staff Award
 3. Board of Regents Staff Excellence Award.
 4. **Richard E. Gibson Award for Merit Staff**
 5. **Distinguished Leadership in Diversity, Equity and Inclusion Staff Award**
2. Call for nominations for the awards in the ~~spring~~ **fall** of each year.
3. Review submissions in terms of requirements.
4. Convene a Selections Committee to evaluate and determine the awards for nominated staff, to include Council Past President and Council Awards Committee chair(s)

Awards Committee Bylaws

- ~~5. Arrange a reception for all nominees and their nominator(s).~~ **Submit winner information to the Office of the President for recognition at Institutional Awards Ceremony**
6. Notify **nominators**, recipients, and other nominees.
7. Notify the Council, Office of the President, University organizations, Public Relations, and other appropriate media.
8. Report activities to the Council.

Membership: 3-4 Councilors.