UI Staff Council Executive Committee
August 5th, 2026
2:30 – 4:30 pm
2520-B UCC and Teams

Attendance

Present

Adam Walsh, Sam Mitchell, Ashley Peters, Josey Bathke, Lindsy Lansberry, Nima Chaundrey, Jon Scanlan, Neda Barrett

Absent

Kellie Digmann, Bridget Toomey

Administrative Liaison
Kellie Digmann

Approval of UISC Executive committee meeting minutes

Minutes approval:

- June 3rd, 2026 – UISC Executive Committee Meeting – motion by Walsh, second by Neda, [approved with no edits].

Commented [PA1]: I think this was Neda? Not a huge deal normally, but since we have Bridget listed as absent, we should probably make an update.

Discussion topics

Welcome and Minute Approval/SCEC Agenda Review/SC Agenda Review

Sam Mitchell opened the meeting by reviewing the agenda and providing an overview of the topics to be discussed during the afternoon. The committee also reviewed the SCEC calendar and upcoming meeting schedule to ensure alignment on future priorities and deadlines. The minutes from the previous meeting were approved following a motion and second from committee members.

July Staff Council Debrief

Sam Mitchell led a discussion on feedback from the July Staff Council meeting, including the use of bingo, committee introductions, and social icebreakers. The group agreed that having one committee introduction worked well because it allowed committees to focus on their goals, though there was concern that some committees may have too few members for meaningful goal setting during that time. The group felt that goal setting may be better handled in a separate meeting, while Staff Council time should focus more on introductions. SC Committee Placement & SCEC Liaison Assignments

The gamified ice breaker created some competitive energy that may have shortened councilor communication, but overall, it was viewed as a useful new baseline for further ice breakers in the future. Introductions were considered the most effective and meaningful social icebreaker. The budget feedback breakout was also viewed positively, especially because it encouraged more transparency about how the budget is used and how it connects to pay equity. The group noted that future breakout questions could be reduced and better focused on recruitment, retention, and compensation.

Preparing for the August Staff Council Meeting

The group discussed plans for the August Staff Council meeting and determined that Councilor Corner feedback may not need to be addressed separately because many budget-related questions will likely be answered during the University Budget 101 presentation by Rod and Audra. Human Resources will also present on I-9 process updates and microtransaction changes.

For the Quick Tips and Tricks section, the checklist will be updated and shared with staff. The group discussed splitting the list into required items and extracurricular or optional items to make it clearer and more useful. The group reviewed questions for August presenters. Questions for HR will cover microtransactions, what they are, changes to the I-9 onboarding process, and feedback received so far. For budget presenters, the group planned to send most submitted questions while clarifying which questions may need to be handled by a different office. Questions for International Programs will focus on how staff can participate in or support the program and the students involved.

Future meeting requests included scheduling a parking-related topic and inviting representatives from ITS to discuss technology and AI. The group also discussed the possibility of reaching out to the healthcare CIDO for a healthcare-specific AI or technology perspective. For August Council Corner, the group leaned toward an open-topic discussion format.

Debrief: Recent UI Leadership Meeting

Ashley Peters shared a debrief from a recent meeting with Pete Matthes and Laura McCleran. Topics included university rankings, with the group noting that rankings are positive, but student retention remains the primary focus. reSPARC is still in the committee-building stage, and another update is expected.

The discussion also covered senior-level retirements and related backfill or candidate review processes, ENGI updates, and the water tower. ENGIE functionality and updates were described as steady and working. The water tower was discussed in terms of the significant cost that would have been required to keep it.

Student loans and retention were also discussed. The group noted that retention may decrease slightly from 90.9% to approximately 90.6% or 90.7%. Nursing recruitment changes were mentioned, along with the impact on more than 5,000 students. Most professional student loanrelated changes have been resolved, Pell Grant students are largely unaffected, and more than 50% of students still graduate debt free.

Preview: Upcoming UI Leadership Meeting Agendas

The group previewed upcoming UI leadership meeting agendas. For the meeting with Pete and Laura, members discussed continuing to ask about ENGI funding issues, possibly by approaching the topic from a different angle. They also identified centralization as a discussion area, specifically asking what other areas may be centralized in the future.

For the meeting with President Wilson, the group reviewed proposed agenda items and planned to keep the format similar to the previous meeting, with an emphasis on presentation-style discussion. The group also reviewed agenda items for a meeting with Karen Butler, including mission cancer blood fees and the mandatory chaperone policy.

Review: Budget Request, Coca-Cola Funds

The group reviewed Coca-Cola funding requests. Melanie Cuchna requested $8,000 to support onsite screenings and the Health and Well-Being Fair, including support for the wellness store, portals, and outreach events. This request was approved unanimously. Andrea Berg submitted a request from the Hygienic Lab for $559.20 toward a $600 BBQ lunch intended to support staff appreciation. The group determined that the request fit under staff appreciation rather than Coca-Cola funding, and it was not approved for Coke Funds.

Megan Smith submitted a request from the Hygienic Lab for $4500 toward a holiday party for the Hygienic Lab Staff. The group determined that the request fit under staff appreciation rather than Coca-Cola funding, and it was not approved for Coke Funds.

Commented [MS2]: I believe this next budget entry is about the submission by Megan Smith for $4500 to support a holiday party for Hygienic Lab staff.

Engineering & Architecture; Facilities Ops Function Rep Nominations

The agenda listed Engineering & Architecture and Facilities Operations function representative nominations for discussion. The meeting notes instead recorded voting for a new Behavioral Healthcare representative, with LaDamien winning the vote. The notes also included a Research Councilor representative update, stating that Chris Newville is the new Research Scientific Services representative and is filling in for committees or other positions as needed.

Policy Review

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The committee reviewed the UI Social Media Account Governance and Management document. Discussion focused on clarifying what qualifies as an account that "appears to be a university account," which organizations would need to apply, and what social media platforms or account types are covered. Members also raised questions about whether account holders will receive training, whether there will be standardized succession planning for social media accounts, and whether student-run accounts will need a full-time employee sponsor.

The Administrative Surveys and Questionnaires policy was reviewed, and no comments were noted.

Additional Business / Discussion Topics

The group addressed emails and general questions related to committee commitment requirements. The Bylaws Committee brought several questions to SCEC, including committee service expectations, virtual voting, councilor conduct, and off-cycle nominations.
For virtual voting, members discussed the need for councilors to be present and for elections to be conducted by secret ballot. While the bylaws do not appear to prohibit virtual voting, the group noted that any process would need to work for both virtual and in-person participation. Members suggested considering more options for in-person voting and updating the bylaws if needed. The group also discussed creating a Staff Council code of conduct to define appropriate etiquette and councilor responsibilities beyond attendance. For off-cycle nominations, the group suggested that the Bylaws Committee review the possibility of a special election process that would mirror the regular nomination process as closely as possible.

Also, the group reviewed ELA, Higher Education Leadership Labs sponsorship opportunities. Sponsorship was discussed as a possible way to work with ELA to improve staff belonging or conduct gap analyses of university processes. One possible idea was to use the opportunity to support a civil discourse workshop for all staff, with additional interest in determining whether staff would want or need such a workshop.

Commented [MS3]: Can we move this under additional business discussion? I think it was placed here under the agenda but doesn't really fit as its not policy related. Thanks!

Commented [SJ4R3]: Moved!

Adjournment

- Jon Scanlan motioned to adjourn, Lindsy Lansberry seconded; motion carried.
- Meeting adjourned at 4:30 pm.