

## UI Staff Council Executive Committee

Wednesday, June 6, 2023

2:30 – 4:30 pm

RES-UCC-CoWork-2070E and Zoom

### Attendance

**Present:** Neda Barrett, Nima Chaudhary, Makur Jain, Molly James, James Jorris, Jackie Kleppe, Brian Morelli, Ashley Peters, David Stenersen.

**Liaison:** Kellie Digmann

### Minutes

SCEC approves May SCEC Meeting Minutes with no changes. (Motioned by Jain; Seconded by Chaudhary.)

### Discussion topics

#### Opening remarks

Jorris sets framework for upcoming year. Urges EC members to be engaged in surfacing ideas for meetings with senior UI leadership. Jorris plans to lean on the entire team for contributions and urges open dialogue. Microsoft Teams will be the mechanism for communication.

Staff Council is seeking nominations for a vacancy that needs to be filled – Function Rep: Behavioral Health-Health Care.

#### Agenda for June Staff Council meeting

- End of the Year Impact, Past President, Jackie Kleppe
- UISC Path Forward, President, James Jorris
- HR Goals, Cheryl Reardon
- Ombuds, Chanelle Reese: 2nd quarter data trends
- Councilor Corner: This is a new breakout session format to give Staff Council members a chance to introduce and discuss issues and concerns.

#### End of Year Recap - Kleppe

Kleppe has prepared and shared with a variety of stakeholders a slide deck highlighting the value of Staff Council, which garnered positive feedback from UI leadership.

Kleppe helped develop a framework for managing Staff Council feedback: Educate, Explore, or Elevate. Does the topic require education back to staff? Budget, HR topics, mental health, campus planning. Does it require further exploration? Transportation, absence policy. Or does it need to be elevated to a higher level of UI leadership? Salaries, recruitment, tuition assistance, UIHC attendance initiative.

UI Staff Council Success:

- Health and Well-being: (160% increase in Kognito training, collected 697 pounds of food for UI Food Pantry)
- Engagement: (31% newsletter open rates, Science Thursday table, recommended 15 charter committee members.)
- Recognition and support. (New ASC, \$500K in tuition assistance up from \$250K, DEI celebration)

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- Impacts. (Donated \$103K to Dance Marathon, 60% of SC volunteered, 17 attended Hawkeye Caucus Day)
- Collaboration (Campus Culture, Big Ten meetings, Presidential Charter review, Juneteenth Celebration)
- Advocacy (budget explanation video, pronouns on business cards, attendance policy for UI Health Care, etc.)

### Jorris Goal Highlight 2023-2024

Jorris plans to continue Kleppe's goals with a twist. He unveiled a three C's structure to how he will approach Staff Council goals for the year: Collaborate, Celebrate, Communicate.

- Collaborate: DEI, HR, UIHC Leadership, Mental Health/Wellbeing, Shared Governance/City/State Leaders, United Way and Iowa Grow.
- Celebrate: UISC Award for Volunteerism outside of UISC in your community, Staff Spotlight, Start the Award ceremony in person at unit meetings, highlight staff accomplishments, return to SC practice of different venues and social events.
- Communicate: Social media, website, Microsoft Teams, Simplified Visual marketing, Have frequent "Council Chats" each month to share issues/concerns/ideas from constituents, launch an Instagram to promote staff.

### Policy Updates, Jan Waterhouse, Asst VP - Employee Relations and Inclusion, Administration

Waterhouse previewed proposed updates to certain policies.

- Criminal Background Check at the Point of Hire: timing of check, who's involved with reviews, terminology.
- Sick Leave Policy: Leave for Medical Related Disability, Family Caregiving, Funerals...: Policy will match rights as stated in state code. Updated to include "physical or mental personal illness" with explicit callout for preventative care.
- Policy updates to remain in compliance with new federal Pregnant Workers Fairness Act: Parental Leave and Accommodation Policy, Human Rights, and Disability Protection Policy and Accessibility Statement.

SCEC members voiced support for the changes. The changes will be presented to UI President Barbara Wilson for approval.

### Budget Review – Stenersen

Four year end requests for Coca Cola Funds have been submitted. Due to time constraints, the requests will be discussed and voted on in follow up communications after the meeting so the payments can occur prior to the end of FY 23. Requests include a CLAS staff awards event, the Improving Our Workplace Awards ceremony, Mary Jo Small Fellowship Award, and the Staff Appreciation Grant Program.

## Adjournment

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SCEC votes to adjourn. (Motioned by James; Seconded by Peters.)

## **Next meeting**

**Next Meeting**

**Tuesday, July 11, 2023**

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

**2520B UCC**